

Willoughby Neighbourhood Development Plan

Steering Group Minutes 12 November 2018, 7.00pm at the Village Hall

- 1. Present:** Maggie Beech, Brian Hall, Steve Palmer, Mike Thomas, Jim Rowley. Apologies Ken Miles and Helen Caton Hughes. HCH has resigned from the Steering Group for personal reasons.
- 2. Declaration of interests:** None for this meeting.
- 3. Statements and Questions from the Community:** None.
- 4. Minutes of the meeting held on 8 October 2018:** Approved.
- 5. Update on Actions and other matters arising from the minutes:**

The second Plan Day was successful, and a total of 108 questionnaire responses were received.

6. Rugby Borough Council Local Plan update:

Rugby Borough Council hope that the inspector will send his report in time for the new Local Plan to be adopted at the Cabinet meeting in January 2019. We will wait for adoption before amending the wording in the NDP.

7. Consultation on First Draft NDP - Outcome and evaluation:

Responses gave over 90% approval rating for all 10 of the Policies, and there were other helpful comments, as shown in the summary which MB had circulated. It was felt that the consultation had gone well and that there were no real issues.

8. Project Plan - Next Steps and timescales:

Louise Kirkwell will respond to comments on the questionnaire by Monday 19 November, and we will aim to agree amendments to the draft NDP by Friday 23 November - by email, followed by a meeting if necessary. **Action: All**

LK had provided an action plan for the next stage of the process with next steps (Formal consultation - Regulation 14) which we discussed and agreed.

Amendments to our Project Plan: insert two weeks beginning 7 and 14 January 2019 for printing and circulation of letter and representation form for formal consultation; and 21 January 2019 for start of formal consultation. **Action: KM**

9. Finance:

MT reported expenditure since last SG meeting of £38 printing of posters and display for last Plan Day, and £250 for Warwickshire CC for HER.

10. Urgent business: None.

11. Date of next meeting: 17 December 2018, 7.00pm in the Village Hall.