**WORKING GROUP MINUTES**

Minutes of a meeting of the Bledlow-cum-Saunderton Neighbourhood Plan Working Group held on 16th May 2016 at the Lions, Bledlow at 8pm.

Present: Simon Breese (Chairman)

Luca Guerzoni

 Derek Stone

 Paul Castle

 Andrew Sage

1. **Quorum**

The Chairman noted that a quorum was present and declared the meeting open.

1. **Draft Neighbourhood Plan**

The purpose of the meeting was to review the latest version of the completed draft Plan (background and policies (v2)) with a view to sending it to the Parish Council for its extraordinary meeting on 25th May.

The WG went through the document from end to end and have included all the comments in a new version to be sent to rCOH for final review.

1. **Next Steps**

Luca will finalise the draft plan with rCOH’s support so that the plan can be e-mailed to the Parish Councillors as pre-reads by 20th May.

Each of the Task Group leaders will need to go through the evidence collected so far and send it to Luca for inclusion in the schedule of evidence in the draft plan. This may not be needed for the pre-reads to Parish Councillors but will be needed by 25th May so it can then be included in the plan which will be circulated for consultation.

The PC meeting is on 25th May at Bledlow Ridge Village Hall at 7pm. All WG members should attend if at all possible. The PC will have just under a week to review the draft plan before the meeting and the WG will have a further week after that meeting to make any further changes that are needed.

Derek should be able to give Engage Planning the green light to proceed with the mailing on 26th May with the mailshot due to go on 2nd June.

Derek will send materials (including draft plan, comment form and the SEA report) to Adlam on 31st May.

The consultation period will start on 8th June ending on 20th July. The NP clinics will be held 28th June in Bledlow Ridge and 6th July in Bledlow.

1. **Next Meeting**

The next meeting was scheduled for 30th May at 8pm at the Lions.

1. **Any other business**

There being no further business the Chairman declared the meeting closed at 10.50pm.

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Chairman