**WORKING GROUP MINUTES**

Minutes of a meeting of the Bledlow-cum-Saunderton Neighbourhood Plan Working Group held on 25th May 2016 at the Bledlow Ridge Village Hall at 7.15pm.

Present: Simon Breese (Chairman) Jocelyn Cay (Clerk)

Luca Guerzoni June Butler

Derek Stone Sue Bird

Paul Castle Anthony Lord

Andrew Sage Stephen Reading

Nigel Cox Mike Blackwell

1. **Introduction from Chairman**

The Chairman explained that the meeting’s first read-through of the draft Neighbourhood Plan for the councillors was one of the cycles of consultation and that the next stage, once the draft plan had been approved by the Council, would be public consultation. The purpose of the meeting was not to ask “is the plan perfect?” but “is it ready for public consultation?” The Chairman conceded that there were likely to be contentious areas of the plan, such as settlement boundaries, however there will be a referendum on the acceptance of the plan next year and there is a need to ensure the majority of community views are met along with complying with all the necessary processes.

1. **Review of the draft Neighbourhood Plan**

Councillors had pre-submitted comments regarding the plan prior to the meeting. The Chairman worked through the list of comments and responses and actions were recorded and relevant amendments made to the pre-submission draft of the Plan.

1. **Vote**

Although not lawfully binding, a vote was taken to gauge opinion as to whether the Council members thought the daft plan, once updated with the actions discussed at the meeting, was ready to be submitted for public consultation. 8 Councillors agreed that the plan was ready and there was one abstention from Councillor Paul Castle.

1. **Next Steps**

The consultation period begins on 8th June 2016 and will run for 6 weeks until 20th July 2016. Prior to the 8th June date a letter will be sent to each household and business in the parish (960 in total), emails will be sent to statutory consultees (Luca went through the list of statutory consultees) and notices will be placed on the notice boards.

The draft plan, appendices, environmental assessment and comment form will be available on the website and hard copies will also be available at 6 locations around the parish (The Boot and Country Store in Bledlow Ridge; The Lions and the church in Bledlow; The Golden Cross and church in Saunderton).

Comment forms are to be returned to the Parish Clerk. The Clerk will keep track of the hours worked on the NP in order to calculate her remuneration.

After the consultation period closes on 20th July the comments will be assessed and the plan amended. The WG aim is to present the amended plan to the Council, at the meeting on 4th August 2016, for approval before sending to WDC in early August.

1. **Any other business**

There being no further business the Chairman declared the meeting closed at 9.50pm.

…………………………………….

Chairman