

Breadsall Neighbourhood Plan

Minutes of Advisory Group meeting 21 November 2017

Present: A Williams, G Pook, M Poplar, N Rowbotham, C Brewster, H Foster, S Read

Apologies: M Flude, J Dugdale, B Hodgkinson, G Smith, S Mircic.

Pre-Submission Draft of the Neighbourhood Plan

Members of the Advisory Group have revised the text, plans and appendices during the last month and the document now requires only minor changes prior to being issued for public consultation. The following points were noted.

- The Appendices will be re-ordered as follows. A Landscapes and Vistas, B Supplementary assets of character, C Wildlife around Breadsall, D Flood Risks, E Schedule of Policies, F Schedule of Figures.
- All other supplementary information will be presented separately as “supporting evidence” or links to on-line documents. A schedule of such information will, however, be included as an appendix.
- The font needs to be adjusted to prevent confusion between the letters i and l
- At the end of Section 5 the precise date for the public meeting can be given when confirmed.
- To achieve consistency Figure 11 should be re-orientated to show north at the top of the page. Alternatively a north point should be shown.
- S Read and M Poplar have sent a separate schedule of minor changes directly to L Williams. A Williams noted a few further minor changes during the meeting and will notify L Williams directly of these.
- S Read will ask J Dugdale whether any amendments are required to Section 2 which he composed.
- The Advisory Group set a target of December 1st for completion of the final amendments to the document.

Public consultation

The next stage in the process is to organise a consultation exercise on the pre-submission draft. The following arrangements were discussed.

- A date of 23 February was provisionally fixed for a public meeting. A Williams will start preparing the presentation
- A questionnaire and an invitation to the public meeting will be sent to each household and the other consultees who received the previous questionnaire. These will provisionally be delivered at the end of December. S Read will compose the letter and N Rowbotham will prepare the questionnaire.
- An A5 paper copy of the pre-submission draft will be distributed with the questionnaire. To keep the document to a manageable size the appendices may need to be omitted. H Foster will check options and prices for printing the document.

- The printing must be ordered early in December to secure funding before the current grant period expires on 15 December.
- Several full-size paper copies will be made available for inspection and/or loan at the village shop. H Foster will again check options and prices.
- The questionnaire will also be posted on the Parish Council website with facilities for it to be returned on-line.
- The pre-consultation draft will also be sent to the Borough and County Councils. A meeting with the Borough Council is likely to be required.

Update of the Parish Council web site and Facebook.

S Read will update the text for the front page of the website and notify B Broughton accordingly. The questionnaire, the pre-submission draft and supporting evidence will also be added as soon as they are available. H Foster will update Facebook as appropriate.

Future meetings of the Advisory Group

No meeting is planned for December. The next meetings will be on January 16th in the memorial hall and on February 5th at 4 Darwin Fields Close.