

Breadsall Neighbourhood Plan Advisory Group

Minutes of Meeting 5 February 2018

Present: A Williams, M Poplar, M Flude, S Mircic, H Foster, N Rowbotham, C Brewster, G Pook, B Hodgkinson, S Read.

Preparation for the public meeting on 23 February

- After consultation with the Advisory Group H Foster has produced an updated poster. Copies have been attached to the noticeboards and left at the village shop.
- H Foster has produced attachments for the banners. B Hodgkinson and C Brewster will erect the banners on February 8th.
- S Mircic and H Foster have produced a “Brain of Breadsall” quiz with ten questions. The group suggested that this should be expanded to 20 questions, possibly a little more difficult.
- H Foster and S Mircic have made arrangements to procure refreshments. Crockery and glassware are available in the memorial hall.
- C Brewster will supply two signing in books. S Read will supply post-it notes.
- A Williams and M Flude will arrange the supply of a projector and PA equipment.
- The Parish Clerk will be asked to issue a reminder to her e-mail circulation list.
- The Advisory Group will arrive about 6pm and C Brewster will open the hall.
- Unless attendance is exceptionally high seating will be arranged in groups.

Presentation for the public meeting.

- The deadline for the questionnaire was extended by one week. The final total of returns was 97 (82 households, 15 societies and businesses) with a 95% approval rate. The County Council has declined to comment and no response has been received from the Borough Council.
- A Williams has produced a draft presentation and circulated it to the Advisory Group together with a spreadsheet of all responses received. Members are asked to comment by the end of the week.
- On February 13th the Parish Council will consider how to act upon the various highway-related responses to the questionnaire given that this topic is formally outside the scope of the Neighbourhood Plan. This will be reported to the public meeting.
- The Chairman of the Parish Council will be invited to speak at the public meeting.

Preparation of the pre-submission draft

- M Poplar has circulated a list of minor changes, corrections and updates which are known to be required. All Advisory Group members are requested to add any similar items to this schedule.
- Advisory Group members are also requested to identify any possible improvements to the organisation and layout of the document (eg moving material to the appendices).
- Other changes may be required as a consequence of feedback at the public meeting.
- It is intended that all the changes to the existing draft will be made by L Williams at a single session with editorial control given to M Poplar and S Read.
- J Dugdale will be asked to advise on the compilation and distribution of the pre-submission draft and attachments. Some copies may be submitted in digital form but the large size of the various documents needs to be addressed.
- The aim remains to achieve the submission by the end of March.

Grant application

The Parish Clerk has submitted a further funding application to Locality. This covers the cost of the public meeting, printing the pre-submission draft, postage costs and RAD fees.

Subsequent stages in the approval process.

The future stages were described in full in the previous minutes. The overall timing will depend particularly on a) whether the pre-submission consultation needs to be repeated and b) the speed with which the Borough Council and the Examiner process the formal application. It is hoped that the whole process can be concluded before the end of 2018

Next Meeting

The next meeting will be on 20 March in the memorial hall. No further meetings are currently fixed.