



**MINUTES OF 27th MEETING OF THE BENTWORTH PARISH NEIGHBOURHOOD PLAN (BPNP)
STEERING COMMITTEE, HELD AT 19.45 ON 9 NOVEMBER 2017 AT NICKY BRANCH'S HOUSE**

Present: Boyd McCleary (BMcC), Debbie Rhodes (DR), Alasdair Pepper (AP), Veronica Parker (VP), Nicholas Branch (NB), Dave Hutley (DHu), David Hawes (DHa), Peter Egerton-Warurton (PEW)

Apologies: Colin Brooks (CB)

No	Points Noted/Agreed	Action with	Timeline
1.	Minutes <ul style="list-style-type: none"> We approved the minutes of the meeting of the Steering Committee on 01.11.17. To be circulated to all members and observers and placed on the Parish Council website. 	BMcC	13/11/17
2.	Website <ul style="list-style-type: none"> We noted that we were still waiting for the last couple of documents and agreed to ensure that they be obtained and uploaded ASAP. 	BMcC/DHu	20/11/17
3.	Site Selection <ul style="list-style-type: none"> We discussed the draft paper summarizing the positive and negative factors of the six sites and agreed that a map of the sites be added. DHu to further refine his paper. We discussed the draft paper on Expression of Preferences and agreed that BMcC would produce a further draft, which would be circulated ASAP. We agreed the draft letter to landowners of all SHLAA sites and agreed that BMcC would send this out as soon as the paper on Expression of Preferences was finalised. 	DHu BMcC BMcC	15/11/17 12/11/17 12/11/17
4.	Invoices from Planet and Digitus <ul style="list-style-type: none"> We approved the latest invoice (No 1057) from Planet for £99.00 and agreed to pass it to the Parish Council for endorsement and payment. We approved an invoice for £25.00 from Digitus for printing of the flyer in "The Villager" and agreed to pass it to the Parish Council for endorsement and payment. 	BMcC BMcC	13/11/17 13/11/17
5.	Sub-committees on Policies <ul style="list-style-type: none"> We discussed the draft paper on policies and agreed that DR would produce a further draft. 	DR	13/11/17
6.	Public Meeting <ul style="list-style-type: none"> We noted that BMcC had sent a notice to John Stockdale's email distribution. We noted that the banner had been displayed on the Village Green. We discussed the draft agenda and agreed that it be circulated to parishioners with a reminder to issue on John Stockdale's email distribution. 	BMcC	25/11/17
7.	Next Meetings <ul style="list-style-type: none"> We agreed that the next two meetings would be at 7.45pm on 		

	13 th November (Dave Hutley's house) and 21 st November (Peter Egerton Warburton's house).	All	
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BMcC 13/11/17