



**MINUTES OF 27th MEETING OF THE BENTWORTH PARISH NEIGHBOURHOOD PLAN (BPNP)
STEERING COMMITTEE, HELD AT 19.45 ON 1 NOVEMBER 2017 AT ALASDAIR PEPPER'S HOUSE**

Present: Boyd McCleary (BMcC), Debbie Rhodes (DR), Alasdair Pepper (AP), Veronica Parker (VP), Nicholas Branch (NB), Dave Hutley (DHu)

Apologies: Colin Brooks (CB), David Hawes (DHa)

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 18.10.17. To be circulated to all members and observers and placed on the Parish Council website. 	BMcC	9/11/17
2.	Website <ul style="list-style-type: none"> We noted that the bulk of the background material had been uploaded onto the website by end October. BMcC would work with DHu to ensure that the remaining couple of documents were uploaded as soon as they were available. 	BMcC/DHu	9/11/17
3.	Site Selection <ul style="list-style-type: none"> BMcC reported that he had passed EHDC's further advice on SHLAA sites, housing density and Biodiversity Opportunity Areas. Biodiversity Action Plans to Planet, so that Navigus could take it into account in their Sustainability Assessment. We discussed a paper prepared by DHu, summarizing the six sites and agreed that DHu would produce a further draft. We discussed a paper on Expression of Preferences prepared by NB and agreed that BMcC would produce a further draft. We discussed the draft letter to landowners of all SHLAA sites and agreed that BMcC would produce a further draft. 	DHu BMcC BMcC	7/11/17 7/11/17 7/11/17
4.	Green Spaces <ul style="list-style-type: none"> BMcC reported that he had been contacted by the Church of England (who would be in touch again once they had discussed the matter further) and Mr Henry Berens (who had offered some helpful comments). There had been no response yet from EHDC. 		
5.	Budget <ul style="list-style-type: none"> NB reported that the Clerk to the Parish Council was working on returning the unspent portion of the grant from the Department of Communities and Local Government and submitting a new bid. 		
6.	Invoice from Planet <ul style="list-style-type: none"> We approved the latest invoice (No 1053) from Planet for £360.00 and agreed to pass it to the Parish Council for endorsement and payment. 	BMcC	4/11/17
7.	Sub-committees on Narrative and Policies <ul style="list-style-type: none"> We noted that the Sub-committee on Policies had met and produced a further draft. We discussed this and agreed that DR 		

	<p>would produce a further draft.</p> <ul style="list-style-type: none"> We noted that the chair of the Sub-Committee on Narrative was unwell and encouraged him to arrange a meeting of his Sub-committee as soon as practical. 	DR CB	1/11/17
8.	<p>Public Meeting</p> <ul style="list-style-type: none"> We noted that the flyer had gone out with the November issue of "The Villager". We noted that BMcC would send a similar notice to John Stockdale's email distribution. We noted that the banner had been printed and agreed that it should now be displayed on the Village Green. We agreed that VP would buy nibbles as well as drinks. We discussed the draft agenda and agreed to make plenty of time for parishioners to understand the issues. We agreed that we should have the following information on the boards around the Jubilee Hall: map of the six sites, Navigus' Sustainability Assessment, EHDC Pro Formas, the Constraints Map, a definition of "Affordable Housing". 	BMcC BMcC/DHu VP	2/11/17 2/11/17 25/11/17
9.	<p>Next Meetings</p> <ul style="list-style-type: none"> We agreed that the next two meetings would be at 7.45pm on 9th November (Nicky Branch's house), 13th November (Dave Hutley's house) and 21st November (Boyd McCleary's house). 	All	

BMcC 12/11/17