

## Minutes of Neighbourhood Plan Working Group 29<sup>th</sup> May 2104

**Venue:** Burghwallis Pub

**Present:** Parish Council: Kath Walters, Brenda Grimes,  
Jill Laming

Working Group: Adrian Sowden( Chair) Alistair Owens (sec)

**Apologies:** Megan Wilmot, Mike Dando ( Planning Aid)

---

Minutes from the meeting on 8<sup>th</sup> May accepted.

### **Actions arising:**

**Walking Map:** A copy of the footpaths within the parish has been received from the DMBC. This will be added to the NP report and the parish website.

The narrative descriptions of the footpaths are still to be completed, hopefully during the summer months.

**Revised Project Timeline:** Mike Dando has indicated that the current slippage is not critical. The group are still aiming for a public launch on 12<sup>th</sup> August 2014.

**Report Introduction:** The introduction and vision statement have been drafted for the report. These will be added to the report when the policy statements have been scrutinised by Megan, before submission to Jane Stimpson.

**Bio Diversity:** The summary received from Mellissa Massarella indicates scientific and environmental areas (SEA) within the parish. Advice to be sought from Mike Dando as to whether these areas should be added to the NP report and whether we need to complete a formal application of recognition to the DMBC. - *Kath*

**Photos for the NP:** A set of photos has been taken to support the NP report. The following images have been selected from the set:

3, 6, 7, 9, 16, 20, 21, 23, 25, 28, 33, 37, 43, 47, 49, 52, 53, 59, 60

**Print cost:** The first quote has been obtained to format and print the report. The quote is based on the potential size of the report and needs further data to reach the final costing. The quote has been circulated to the working group as a benchmark to support the search for additional quotations. – *Jill Alistair*

**Public Launch:** The programme to present the situation so far will be presented at the village fete on 20<sup>th</sup> July 2014. The full public meeting to receive the draft report is scheduled for 12<sup>th</sup> August 2014 in the Burghwallis Pub.

The budget for the public meeting to be identified based on the sums available in the budget after the report has been printed.  
– *Kath*

The format of the public meeting to be designed – *Adrian*

**Financial report:** Expenditure to date: £170.59

Balance remaining    £1224.41

Additional grant        £250.00

**Members of the Public:** No public members attended

---

**Next Meeting:** It is ideal that Megan and/or Mike Dando can attend the next meeting. Dates are to be agreed with them. Potentially 12<sup>th</sup> or 26<sup>th</sup> June 2014.