

**MINUTES OF THE OKEFORD FITZPAINE NEIGHBOURHOOD PLAN WORKING PARTY
HELD AT 7.30PM ON THURSDAY 23 FEBRUARY 2017**

Attendance: Cllr P Banning (Chairman)
Cllr B Fox
Cllr R Rowe
Cllr G Weeks

1. Apologies

There were no apologies for absence.

2. Minutes

The minutes of the meeting were confirmed as a correct record and signed by the Chairman.

3. Feedback from NDDC on the Local Green Space and SEA Screening Report

Cllr Banning advised that Anne Goldsmith had sent apologies as she had not yet had the time to read the submitted documents. While the outcome of SEA Screening Report was unknown it would not be possible to set a definitive timeline. If a full SEA Report was required this would take up to 3 months to complete. The review of the SEA Screening Report by the Public Bodies is not constrained by a time limit.

4. Review of the updated Okeford Fitzpaine Neighbourhood Plan

It was agreed that the Members of the Working Party would review the document and provide feedback to Cllr Weeks by 1 March 2017.

Once approved by the Working Party, the updated Neighbourhood Plan would be taken to the Parish Council for approval. The April PC meeting was agreed as the target for this. This would be to allow Anne Goldsmith sufficient time for an informal review of the document before it entered the next Regulation 14 Consultation.

5. Progress report on legal documents:

a. Regulation 14 Consultation Statement: Cllr Rowe advised that the Regulation 14 Consultation Statement would be completed for review on 4 March 2017.

b. Meeting the Basic Conditions: Cllr Banning advised that the Meeting Basic Conditions document would be available on 4 March 2017.

6. New Policy EP2 Additional Environmental Mitigation Measures

Cllr Banning advised that an additional environmental policy was required to show how the Parish would balance the increase in urbanisation with supporting wildlife.

Following discussions it was agreed that Cllr Banning would produce a policy focussing on the provision of mitigation measures within future development sites, with some additional aspirational measures within local green spaces.

7. Budget review

Cllr Fox advised that a final tranche of funding was available to complete the Neighbourhood Plan. The amount of further funding available was £1,075.00. She advised that she would bid for this final amount in April. This will cover costs for the period April-September 2017.

8. Future timeline

April – Apply for further funding

April – Submit the updated Neighbourhood Plan to the Parish Council for approval.

April – Run a further consultation for 6 weeks

June – Update the plan and produce final consultation statement

July – Submit final plan to the Parish Council for approval

July – Submit final plan to NDDC for them to run the regulation 15 consultation for 6 weeks.

October – Submit final plan to the independent examiner

November/December – Referendum

9. Date of Next Meeting

The next meeting to be held at 7.30pm on 22 March 2017.

The meeting ended at 9.00pm.