

**MINUTES OF THE OKEFORD FITZPAINE NEIGHBOURHOOD PLAN WORKING PARTY  
HELD AT 7.30PM ON WEDNESDAY 22 MARCH 2017**

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

**1. Apologies**

Apologies for absence were received from Cllr Rowe.

**2. Minutes**

The minutes of the meeting held on 23 February were confirmed as a correct record and signed by the Chairman.

**3. Okeford Fitzpaine Neighbourhood Plan Revision**

Cllr Weeks advised that he had started the revision but was now awaiting the turnaround of comments on the document and the response on the Local Green Space report regarding Mary Gardens, currently with NDDC (see 4 below). The revised Neighbourhood Plan would be taken to the Parish Council in May.

Cllr Banning advised that NDDC currently had a 4-5 week turnaround for documents. He advised that the draft Neighbourhood Plan should be forwarded to NDDC for comments in the next week to ensure it is ready to take to the Parish Council in May.

**4. Local Green Space Report / Mary Gardens**

Cllr Banning advised that NDDC had provided feedback on the Local Green Space report and a small number of updates were required, which he would complete in the next week. He advised that a response on Mary Gardens was still awaited. However, the Neighbourhood Plan would proceed with Mary Gardens within the policies as a Local Green Space.

**5. Basic Conditions Statement**

Cllr Banning advised that the basic conditions statement had been written and Cllr Fox had agreed to review it.

**6. Regulation 14 Consultation Report**

Cllr Banning advised that updates had been made to the Regulation 14 Consultation Statement for further review.

**7. Meeting with ECA**

A meeting with ECA had been arranged for 29 March to discuss the changes made to the Neighbourhood Plan.

**8. Additional Document Required by Historic England**

Cllr Banning advised that Historic England had requested an additional document when they reviewed the Shillingstone Neighbourhood Plan at the Regulation 14 Consultation stage. This was titled Heritage Assets Report, and it provided a historic

impact assessment looking at the proposed changes in the plan and their impact on the listed buildings and their setting.

Cllr Banning advised that, if there was no additional funding found he would produce the document. NDDC had offered to arrange for the document to be reviewed by a DCC officer with relevant subject matter knowledge, before being submitted to Historic England. The update of the Neighbourhood Plan and its progress to the start of the 2<sup>nd</sup> Regulation 14 Consultation would not be dependent on the issue of this new document.

**9. Future timeline**

May – Apply for further funding from Locality (this is the last tranche of funding)  
May – Submit the updated Neighbourhood Plan to the Parish Council for approval.  
May – Run a further consultation for 6 weeks  
July – Update the plan and produce final consultation statement  
August – Submit final plan to the Parish Council for approval at September meeting  
September – Submit final plan to NDDC for them to run the regulation 15 consultation for 6 weeks.  
November – Submit final plan to the independent examiner  
December/January – Referendum

**9. Date of Next Meeting**

The next meeting to be held at 7.30pm on 20th April 2017.

The meeting ended at 8.00pm.