

**MINUTES OF THE OKEFORD FITZPAINE NEIGHBOURHOOD PLAN WORKING PARTY
HELD AT 7.30PM ON THURSDAY 20 APRIL 2017**

Attendance: Cllr P Banning (Chairman)
Cllr R Rowe

1. Apologies

Apologies for absence were received from Cllr Weeks

2. Minutes

The minutes of the meeting held on 22 March were confirmed as a correct record and signed by the Chairman.

3. Okeford Fitzpaine Neighbourhood Plan Revision

Cllr Banning advised that the O.F.N.P revision was nearing completion. The updated proposals map is being prepared by the ECA Consultancy by 21 April 2017, after which the draft OFNP can be prepared for final editing and re-formatting in PDF documentation format for the website. He advised that the documents would be forwarded to Parish Councillors next week before being presented to the full Parish Council meeting on 9th May.

The O.F.N.P had been sent to NDDC for comments. These were expected back early w/c 24 April 2017.

4. Local Green Space Report / Mary Gardens

Cllr Banning advised that small updates had been made to the Local Green Space Report. Mary Gardens was still included. This document is now completed for the next Regulation 14 Consultation.

5. Basic Conditions Statement

Cllr Banning advised that comments received from Cllr Fox had been incorporated into the document which was now complete. It will be sent to ECA for review as they were the authors of the original document.

6. Regulation 14 Consultation Report

Cllr Banning advised that all appropriate comments had been added and the document was now complete. The final document had been sent to Working Party members for comments.

7. Meeting with ECA

Cllr Banning advised that a meeting had taken place with ECA on 29 March. ECA had admitted errors and agreed to provide additional support in terms of redrawing maps. A discussion about the ECA name remaining on documentation, to show independent consultants had been involved in the process, had taken place. ECA agreed to review the revised documentation to confirm that they were happy for this to happen.

8. Additional Document Required by Historic England

Cllr Banning advised that this document had been written and sent to NDDC for review along with the O.F.N.P Strategic Environment Assessment Screening Opinion and Habitats Regulations Assessment report. Once these documents have been reviewed the Working Party will write formally to NDDC to request a Screening Opinion from the appropriate Public Bodies.

Cllr Banning added that these reports and the Screening Opinion request could be progressed separately to the remainder of the Neighbourhood Plan process and in particular the next Regulation 14 Consultation stage.

9. Documentation to be sent to Okeford Fitzpaine Parish Council

The following documentation to be sent to Okeford Fitzpaine Parish Council for the meeting in May:

- Neighbourhood Plan
- Local Green Space Report
- Draft Screening Opinion Report
- Draft Heritage Asset Report
- Basic Conditions Statement

10. Planning for the Regulation 14 Consultation Period

The following actions were agreed:

- Produce flyer for the insertion in the village copies of the Blackmore Vale. This will include policies and summary of the Neighbourhood Plan;
- Press release in the Blackmore Vale
- Produce a Fippenny News Item
- Organise open events at the Mud Pie Café on 27 May and 3 June, and an open event at the Fippenny Fair on 18 June. Cllr Rowe to confirm that this is acceptable to the Village Hall Committee.
- Prepare the display boards for the open events.

11. Date of Next Meeting

The next meeting to be held at 7.30pm on 17 May 2017

The meeting ended at 8.05pm