

**Minutes of a meeting of the Neighbourhood Plan Working Group –
North Cadbury and Yarlington Parish Council.**

Monday 15th July, Registry House Galhampton

Present: Mike Martin (chair), Sue Cox, Barrie Board, Alan Brian, Richard Rundle

Apologies: Andy Keyes-Toyer

1. From the PC meeting of 27th June it was noted that:
 - a) The PC approved the writing of a neighbourhood plan.
 - b) The composition of the Working Group with the addition of another person from Yarlington.
 - c) There was a residue of approximately £700 available from the Community Plan budget which could be used for the Neighbourhood Plan.
 - d) The Working Group was a sub-committee of the Parish Council and all major decisions must be approved by the PC.
2. Bruce Critchley has had a major illness and has had to withdraw from the Working Group.
3. The application to SSDC had been submitted and after modification was being processed.
4. There was a brief discussion about the use of Consultants and all were agreed that it was necessary if the Neighbourhood Plan was to be completed in a 2 years period and was to be accepted.
5. The meeting was then adjourned until 11.00am

The meeting re-convened at 11.00 am and Jo Witherden was introduced to the meeting. Jo is a qualified town planner and has dealt with at least 29 Neighbourhood plans. She could help with:

- a) Scoping the project.
- b) Setting up the collection of data.
- c) Advice on the consultation process.
- d) Checking conformity to the Local Plan
- e) She advised on the designated area of the plan.
- f) She could advise on the writing of the plan.
- g) She would be available for all stages of the plan for a two year period

- h) The new Local Plan from SSDC would only be adopted with the assurance of a five year housing supply.
- i) The whole project would take 18 months to collect information and possibly six months for a referendum plus independent examination.

The cost of her advice would be £14-15000 plus Vat which could be reclaimed. This would be for a 2years period.

She also advised that grants of £9000 per annum for up to 2years for this process were available from Locality. SSDC also would provide grants up to £5000. The whole Neighbourhood Plan could be cost neutral to the Council.

- 6. Jo Witherden then withdrew and Working Group considered that she was a good consultant with an excellent working knowledge. The group decided to interview another Consultant, Stuart Todd from Wellington on Monday 22nd July.
- 7. Date of next meeting was agreed at Friday 26th July at 10.00am.

Addendum: Since this meeting Barrie Board has resigned from the Working Group. Barrie felt that he could not commit to the amount of work required for a two year period, this was due to family commitments.

NP8