

# UFFORD NEIGHBOURHOOD PLAN STEERING GROUP

Location: Via Zoom

Date: 14<sup>th</sup> August 2024

Time: 6.00pm ~ 7.30pm



## Record of Attendance

- Philippa Adcroft (PA)
- Edward Creswick (EC)
- Rilla Forge (RF) - *Chair*
- Kathryn Jones (KJ)
- Andrea Long (AL)
- Simon Read (SR)
- Sam Summers (SS)
- Judi Hallett (JH) - *Clerk*

## Minutes

### 1) Apologies for Absence and Declarations of Interest in Agenda Items:

Apologies for absence had been received from David Findley (DF) and Nigel Smith (NS). There were no declarations of interest on any agenda items.

### 2) Minutes of Previous Meeting:

The minutes of the meeting held on 7<sup>th</sup> August 2024 had been circulated to all. After an amendment to add '299' to the text in item 3, KJ proposed the minutes be adopted as correct. This was seconded by EC and all members present at the meeting, were in agreement. The Clerk agreed to take the minutes to RF for signing and publish on the Website.

**Action: JH**

### 3) Regulation 14 consultation table - Part 4:

AL shared her screen and the review of the comments commenced. Items 299 - 341 were reviewed. At conclusion of the review AL explained that she would amend the Draft Plan using 'Track Changes' and then send it to all the Steering Group, for review at the next meeting, on 12<sup>th</sup> September. Rachel Leggett would also be working on the Consultation Statement, which would also be reviewed on 12<sup>th</sup> September. The Statement would set out the process the group had followed.

It was acknowledge that, if the Plan as currently written was 'made', a separate project team would need to be established to work with Landex on the Site Allocation at the former Crown Nursery.

EC asked if AL felt the final Plan would be larger or smaller than the Draft, given the comments from ESC that it should be reduced. AL felt it would be about the same, but that she was satisfied that all the content was relevant and necessary.

4) Any other Business:

The following items were discussed:

- Retention of Original Regulation 14 Questionnaires - AL confirmed that these should be retained until after the Examination
- Update in PUNCH – It was agreed that an update should be placed in to the October PUNCH

5) Close and Date of Next Meeting:

The next meeting was agreed (via Zoom):

- 12th September 2024 – 6.00pm – Review of Amended Plan

The meeting closed at 7.10pm

Signed:

.....  
Chair,  
Ufford Neighbourhood Plan Steering Group

.....  
Date