

Chet Neighbourhood Plan (Chet NP) Steering Group Meeting

Held on Tuesday 7 May 2024, 7.00 pm at the Hollies, Loddon

Minutes

Present: Jane Hale (Chairman), Colin Binfield, Richard Ball, Jo Sinfield, Pat Holtom

In attendance: Carla Petersen, LTC and Louise Cornell, Collective Community Planning

1. **Welcome**

JH welcomed everyone to the meeting.

2. **Apologies**

No apologies were received.

3. **Declarations of Interests**

Declaration of Interests forms from the Steering Group members have already been completed.

4. **Minutes of the meeting held 16 August 2023**

The minutes of the meeting held on 16 August 2023 were agreed as an accurate record. The minutes were signed by JH.

Actions

- *All actions have been completed.*

5. **Collective Community Planning – Update**

The Independent Examiner has been appointed and he has gone through the documents and will be carrying out an unaccompanied site visit which will be to fact check. He will then publish the final report. SNC will then schedule a referendum which is likely to be in July 2024– September 2024.

6. **Neighbourhood Plan Project Officer – Update & Financial Report**

Attended to work as and when necessary. Prepared the Locality end of year submission. Not all the Locality funding had been used so LTC had to pay back £1490 to Locality. The domain for the website is due for payment before 28 June 2024. The amount requested is £28.74 for 2 years. This payment request has been passed onto the RFO at LTC.

7. **Project Plan**

a. Independent Examiner – Ref 01/DAS/CNP Discuss and agree upon the responses to the five questions raised by Derek Stebbing BA (Hons) DipEP MRTPI in regards to the submission of the Chet NP for examination.

The NP SG carefully went through the five questions that the Independent Examiner had raised. Louise wrote down the responses and passed them onto SNC.

Actions

- *LC to submit to SNC the responses to the five questions.*

b. Chet Contact

The next NP contribution for the Chet Contact was agreed by the NP SG. This will need to be given to Chet Contact before 8 June 2024.

8. **To receive an update from NP Steering Group members.**
None.

The meeting ended at 8.20 pm.