



LOOSE PARISH COUNCIL

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Minutes of the Neighbourhood Plan Steering Group Meeting

Tuesday 16 April 2024 at 2.30pm

Present: Jim Andrew (JA), Rhiannon Cox (RC), Peter Gardner (PG), Peter Rigby (PR), Carol Westwood (CW), Mick Westwood (MJW), Mark Woodward (MW).

Janet Burnett (Assistant Clerk) (JB) who took the minutes.

1. Introductions

The group introduced themselves.

2. Group's Terms of Reference:

Following a lengthy discussion the group agreed a draft document for approval by Loose Parish Council at their meeting on 20 May.

3. Neighbourhood Plan Road Map:

The overview of key stages was discussed.

4. Defining the Neighbourhood Plan area:

- i. The status of the new boundary of Loose parish was discussed and the issues that may be raised.
- ii. It was noted that the new Parish Boundary and queries raised are being looked at by Cllr Brian Clark.
The Group **agreed** that Brian Clark would be chased on the matter.

5. Support for development of the Neighbourhood Plan:

- i. Following a discussion about use of planning consultants, local volunteers etc. The group **agreed** that Neighbourhood Planning Consultants would be necessary and that **MJW** would give this some thought.
- ii. Software that was able to compare the similarities between Loose Neighbour Plan and the North Loose Neighbourhood plan was discussed.
The group **agreed** that **MW** would investigate.

- iii. The group **agreed** that a specification would need to be put together to enable consultants to quote for assisting with the Neighbourhood Plan.

6. Funding the work:

- i. The group agreed that the cost of the Neighbourhood Plan could be in the region of £30000.00.
- ii. Sources of funding were discussed and the following were mentioned:
Locality, LPC, LAA.
The group **agreed** to monitor Locality and work up a grant application.
The group **agreed** that **JA** would investigate funding and **JB** would contact other Clerks to ascertain their methods of funding their Neighbourhood Plans.

- 7. Date of next meeting – Tuesday 28/5/24 at 2.30pm

Meeting concluded at 16.00

Signed Committee Chairman

Dated: