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| Meeting Number | 54 |
| Date Of Meeting: | 19 th February 2018 |
| Location: | Brigstock Village Hall |
| Purpose Of Meeting: | Committee meeting |
| Minutes Prepared By: | Chris Allen |
| Date & Location Of Next Meetings: | No date set |
| Attendees | M Smith, C Allen (Chair), L Spencer, N Schofield, C Wilkinson, M Smith |
| To be notified | Mike Burton– ENC Planning. Colin Wilkinson - Consultant |
| Copies to: | Committee members, Parish Councillors plus Website and those expressing an interest |

| Item No | Subject |
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| 54.01 | <u>Public Forum</u> There were 1 member of the public present |
| 54.02 | <u>Apologies for absence</u> N Searle, S Wilks, S Brown, R Fincher |
| 54.03 | <u>Declaration of interests</u> None declared |
| 54.04 | <u>Minutes of Previous meeting (53)</u> CA read through his copy and these were then agreed as a true record of the meeting |
| 54.05 | <u>Outstanding actions</u> CW had completed the new version of the plan and SB had put this into word form. CW had also circulated the other documents needed to submitted to ENC with the plan as listed below. |
| 54.06 | <u>Discussion held</u> The Grafton Rd site was discussed. No Planning Application has yet been submitted for the site, but should be soon. Building on the site is programme for this year. It was unanimously agreed by all present that the documents as prepared by CW should be submitted to ENC. These are: <ol style="list-style-type: none"> 1 the Submission plan 2 Basic Condition Statement 3 Strategic Environmental Assessment Screening Statement 4 Habitat Regulation Assessments 5 responses from EA, Natural England and Historic England |

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| | <p>The Parish Council should be updated on the progress of the Plan. An article to be included in the Newsletter.</p> <p>The Parish Council should give delegated power to Chair and Clerk to accept or reject the proposed Examiner from ENC after advice from CW ACTION - NS</p> |
| 54.07 | <u>Next Steps</u> |
| | <p>It then goes to ENC for 6 weeks consultation. ENC do not need to approve it.</p> <p>Anyone can submit concerns which will then be considered by the Examiner.</p> <p>ENC has 42 days to appoint examiner and them to report.</p> <p>Examiner does not usually have a public meeting.</p> |
| | <p>CW may have some technical involvement once with ENC and may need to give advice on the Examiner's report.</p> |
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| | <p>CA advised that the grant allocation comes to an end in March and an end of grant form needs to be submitted. CW has submitted all his invoices now to cover all the work done to complete the Plan. some expenditure may be needed to advertise the Referendum when it finally comes.</p> |
| | <p>NSc had produced a Gant chart showing the possible timescale to finish the plan. This was based on worst predictions and could run to next May 2018!!!! Hopefully this will be reduced greatly but is the hands of ENC.</p> |
| 54.08 | <u>AOB</u> |
| | <p>CA thanked all the committee for their commitment and hard work over the last 3 years, especially SB for his work in producing the Plan document. Colin was also thanked for his support and guidance along the way.</p> |
| | <p>.The committee asked to be kept informed of EB+NC progress and that ENC should give updates when required.</p> |
| 54.09 | <u>Date of next meeting</u> |
| | <p>None set as this depends on the decision of the Examiner.</p> |