

Minutes of the St Hilary Parish Neighbourhood Planning Steering Group Meeting held on 23 February 2022

Present: Martin Searle (MS); Peter Tunstall Behrens (PB); Geoff Williamson (GW); Jane Howells (JH); Denis Reed (DR); Mike Ryan (MR)

1. Minutes of the Meeting of 26 January 2022  
Proposed JH and seconded GW - approved unanimously
2. Matters Arising  
Item 2.2 - GW reported that Kath Statham has completed and finalised the LLCA. She has written an additional section showing how the LLCA links to what is in the neighbourhood plan  
  
Item 2.4 JH reported that neighbourhood planning support funds would be available again this coming April
3. Evidence Base Documents  
GW said that we would need documents for each of the nine plan objectives and one for the section on place, history and demography. It was agreed that the settlement boundaries evidence would be left to later to allow for any amendments linked to planning approvals. The evidence base would also include: the CRCC survey report; the planning objectives survey; the LLCA and feedback responses; the draft plan exhibition and feedback responses. Photographs and maps would need to be included thereby adding considerably to the size of the documents. PB needed to add pictures to the design guide. MR agreed to proofread all of the documents and take on any additional comments. GW would then put the documents in read only form for public access
4. Draft St Hilary Neighbourhood Development Plan  
GW said that he had inserted a lot of maps, but only of thumbnail size so he intended to create another document with one map per A4 page which would be an appendix to the plan. MR agreed to edit and proofread the document
5. Final Version of the Local Landscape Character Assessment  
GW said that he would ask DR to look how to upload this to the parish website
6. Date and Time of the Next Meeting  
Wednesday 23<sup>rd</sup> March at 14:00 in the Old School Room