**Stanton St Quintin Neighbourhood Development Plan Steering Group**

**Minutes of the meeting of 1 April 2019 held in Long View**

**These minutes should be read in conjunction with the April 2019 PowerPoint presentation**

**Present:** Paul Craven (Chair), Elspeth Schwenk, Roger Starling, Mike Smith, Stephanie Fenton, Graeme Pattison, Hilary Greene

|  |  | **Action** |
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|  | **Apologies** |  |
|  | Gil Schwenk, Rosalind Brown |  |
|  | Minutes and matters arising from 11th February |  |
|  | Minutes agreed |  |
|  | Paul has circulated the latest version of the Aecom report |  |
|  | Hilary has circulated the email responses to the call for sites and Mike has mapped the sites. |  |
|  | Treasurer’s report |  |
|  | See slide headed LG Reconciliation for what we have spent to date with Lemon Gazelle. |  |
|  | The balance of grant to be repaid is £2469.68. We had an invoice from LG for £400 on 29th March for their review of our draft report. This is in time to be part of the 2018-19 accounts. Roger will arrange payment of the invoice, which was approved by the meeting with Mike proposing and Graeme seconding. | Roger |
|  | **Call for sites** |  |
|  | We discussed the 2 new sites that have been suggested. Paul said they will be listed in the final report but one of them extends the village towards the motorway which is against one of our principles but it is adjacent to the existing village boundary and the other is outside the village boundary, which is comparatively less likely to find favour with the County planners. |  |
|  | **Report drafting** |  |
|  | Paul had prepared a draft report including our comments which he sent to lemon Gazelle for their comments. We went through the report, looking at their comments. Paul will circulate this copy as WIP1 after the meeting, for us to review and make our own comments. We should rename it WIP2 and send our version back to Paul. He will then produce one report including all our various comments. To be done in advance of our next meeting. | All – in advance of next meeting |
|  | He will also go back to Lemon Gazelle for clarification of some of their points. |  |
|  | **AOB** |  |
|  | Roger confirmed that he will send the end of year accounts to the Parish Clerk. |  |
|  | **Dates of next meetings – at Long Barn 7.30pm** |  |
|  | Monday 13th May  Monday 10th June |  |