

Compton Neighbourhood Development Plan Steering Group



Minutes of the Steering Group Meeting

Held on Wednesday 30th September 2020 at 7pm via video conferencing due to Coronavirus Lockdown.

Those present : Dave Aldis (Chair) Alan Garmonsway (Deputy Chair), Sue Garmonsway (Sec), David Norbury, Sally Duckett

1) Apologies for Absence

Chris Smith, Grant Tuff, Rupert Reid

2) Approval of Final drafts of Documents – Evidence report, Regulation 14 Pre-submission Draft Plan and Green Space Topic Paper

The three documents had been circulated to members of the Steering Group a week prior to the meeting. Any comments had been requested to be forwarded to the Secretary and the rest of the group prior to the meeting so that the documents could be approved at the meeting. Comments had been received and all comments, which were of a minor nature and mainly grammatical and typographical, had been amended as appropriate with the exception of a comment on 4.1.18 in the Evidence Paper on the History of Compton - **ACTION** : it was agreed that this would be updated by SG & DN.

It was proposed that the Final Drafts of the Documents be accepted without further comment. Proposed by DA, Seconded by AG – **AGREED**

It was **agreed** that the Final Drafts of the Documents would be formally submitted to the Parish Council for approval.

ACTION : DA to seek Parish Council approval of the documents even if this necessitates organising an Extraordinary Meeting of the Parish Council so that Regulation 14 Consultation can proceed without delay.

3) Regulation 14 Consultation Strategy

A Strategy for Regulation 14 Consultation taking into account current Covid 19 restrictions was discussed. In view of the the current level of awareness in the village of the NDP following the Outline Planning Application for the Pirbright Site, it was agreed that the statutory six week Consultation period should be sufficient. It was hoped that Consultation could commence by 29th October and be completed before the Christmas Break.

ACTION : SG was asked to:

- ask Aaron to produce an Executive Summary of the Draft NDP for the leaflet
- update the Strategy following the discussion and to forward it to members of the Steering Group, Aaron Smith and Hollie Snyder for comment.

Comments to be sent to SG by Monday 12th October

It was **agreed** that all communications going out to the public via letter, email, web, social media, etc should be consistent using the Executive Summary as the basis of core messages.

ACTION : AG to review Executive Summary and if necessary write bullet points for the Core Messages to be used.

It was **agreed** that **CS & SD** to write a script for a video/recorded publicity presentation explaining the NDP consultation process and how to submit comment – using Executive Summary and Reg.14

Consultation Strategy as its base.

ACTION : CS & SD to write the script and to circulate to the Steering Group members for approval

For the consultation we will need to be produced by the 29th October

- Leaflet to include the Executive Summary
- Poster
- Video

4) A.O.B. - None

5) Date & time of next meeting – to be arranged via Zoom