

Minutes of the Steering Group for Overstone Parish Neighbourhood Development Plan
held on **Tuesday 30th July 2019, Field End, Sywell Road, Overstone 7.15pm**

Present: Cllrs S Betts, Emma Watson
Clive Eales, Pat Thompson, Sharon Betts, Andrea May, Tim May and Zoe Drage

Apologies: Cllr Lorna McGoldrick

- 001/19 Welcome** - Cllr Betts welcomed everyone to the newly formed Neighbourhood Development Plan (NDP) Steering Group
- 002/19** Cllr Betts gave an overview of development of the Neighbourhood Development Plan starting when Overstone Parish Council received a £7000 grant and culminating in the change of Overstone's designated area in October 2017.
- 003/19 Background Information** - A written account outlining the purpose of the Neighbourhood Development plan was circulated prior to the meeting. The Group discussed this and made minor changes. This will be presented to the Council at the next meeting scheduled for 3rd September 2019.
- 004/19 Terms of Reference** - Following a group discussion, a draft document for the Terms of Reference was agreed upon. This will be put before the full Council at the meeting in September.
- 005/19 DDC Meeting** - Cllrs Betts and McGoldrick attended a meeting on the 24th July 2019 with DDC Officers Tom James and Jane Parry. The meeting was to assess the NDP that had been formulated by the prior Steering Group. The feedback was constructive and will help with revising and updating the current draft NDP.
- 006/19 Questionnaire** - It was agreed that a questionnaire should be devised and sent out to all households within the Parish via the Parish Website. Leaflets advising residents of the online questionnaire and where to get a paper copy if they would prefer this method will be distributed.
- 007/19 Date for further meeting** - Tuesday 20th August 2019

Meeting Closed at 8.30 pm