

LAZONBY NEIGHBOURHOOD PLAN

STEERING GROUP MINUTES

Subject Steering Group Meeting

Date of Meeting: 11 December 2018

Location of Meeting: North Bank, Lazonby

Attendees:

Name:

Gordon Malcolm (GM)
Virginia Minihan (VM)
Peter Minihan (PM),
Cllr Gordon Nicolson (GN);

ITEM		ACTION
1.	Apologies Neil Kennedy (NK); Roger Campbell (RC)	
2.	Matters Arising from April minutes – Grant Update <ul style="list-style-type: none">GN advised that: - <i>The print material will require review when we have the final version of the plan, the accompanying documents and the projected date for the referendum. Amendments can be incorporated into the existing drafts, which have been endorsed by Group members. I will then check prices and delivery times with Reeds.</i> - It was agreed that this would take place after the Regulation 16 Consultation comments have been received from EDC.GN advised that: - <i>We have funds available in our grant account to cover necessary expenditure relating to the final stages of the process. We are prima facie eligible for further support but this will need to be confirmed via a formal application. Applications take about two weeks to process and we should not incur expenditure until the grant is approved.</i> - It was agreed that the grant would be applied for once the Referendum date is known. <p><i>Grant items include:</i></p> <ul style="list-style-type: none"><i>Printing and publicity costs</i><i>Room Hire for the expected number of meetings.</i><i>Consultation event[s] if any.</i><i>Incidental expenses</i>	
3.	Present situation with Neighbourhood Plan <ul style="list-style-type: none">Draft Examination Report returned by Examiner.We can proceed to the Referendum subject to the Plan being amended in line with Examiner's recommended modifications.	

	<ul style="list-style-type: none"> EDC will also be asked to look at draft Examination Report and send comments back to examiner by 13.12.18. 	
4.	<p>Discussion and Annotation of Track Changed version of draft Examination Report</p> <ul style="list-style-type: none"> All discussed track changes and added comments to draft Examiner's Report. Annotated/Track changed Draft Examination Report to be sent to Clerk of LPC (cc to LNP Steering Group and Rachael Armstrong EDC) asking her to send it on to Examiner by 13,.12.18 as requested. 	VM
5.	<p>Future Timetable</p> <ul style="list-style-type: none"> It is hoped that the Referendum will take place March/April 2019, but this will depend upon the Examiner's final report and how much re-drafting needs to be done. GN will talk to Robert Graham (H & H - printers) to clarify and update the estimated cost of producing the Summary leaflet and Referendum posters etc which should be able to be up-dated by the end of January, once EDC confirm a Referendum date. 	GN
6.	<p>Date of next meeting</p> <ul style="list-style-type: none"> To be arranged when EDC get back in touch. 	