

**Appleton with Eaton
Neighbourhood Plan Steering Group Meeting
MINUTES**

When: 2nd July 2019, 7:30pm

Venue: 42 Badswell Lane, Appleton

Present: Claire Salmon (Chairman), Allison Leigh (Secretary), Liz Gilkes, Mary Carey, John Adams and Anna Yalci

NP 203 Apologies for absence: Annewen Rowe, Mark Richards, Kerri Gaughan, Jane Dymock

NP 204 Declarations of interest: None

NP 205 Signing of the minutes: A change was noted to the minutes of the meeting of 29th April 2019 Allison Leigh will update and send to Claire Salmon for approval as this was only an editorial change.

NP 206 Thank yous: It was agreed that the Steering Group would purchase chocolates and a card for those who allowed banners to be displayed at their properties.

NP 207 Review response sheet: The Steering Group acknowledged the comments received on the Neighbourhood Plan.

NP 208 Next Steps: The Steering Group discussed that a subset of the Group would meet to analyse the comments and work to prepare documents for the Steering Group to review prior to the Consultation phase

NP 209 Discuss timetable: It was noted that a more definitive timetable could be done once the smaller group has met and determined next steps according to the comments received.

NP 210 Date of next meeting: The Steering Group agreed to schedule another meeting once the smaller group is ready for another document to be reviewed.

The meeting ended at approximately 8:30pm.

Chairman, Sign and Date