

**Appleton with Eaton
Neighbourhood Plan Steering Group (SG) Meeting
MINUTES**

When: 3rd February 2020, 7:30pm

Venue: Appleton Village Hall

Present: Claire Salmon (CS) (Chairman), Allison Leigh (AL) (Secretary), Liz Gilkes (LG), Mary Carey (MC), John Adams (JA), Kerri Gaughan (KG), Jane Dymock (JD), Anna Yalci (AY) and Mark Richards (MR)

NP 211 Apologies for absence: Annewen Rowe (AR)

NP 212 Declarations of interest: None

NP 213 Signing of the minutes of the 2nd July 2019 meeting: The minutes were approved and signed.

NP 214 Update on progress: It was reported that a smaller subset of the SG - CS, AL, KG, AR and JD - had met several times to review the documents and comments. A document compiling all of the comments had been created. It was noted that there are several comments for the Parish Council to address.

It was reported that once the group is happy with the documents, it will meet with the Vale of White Horse District Council for review/any input. From there, the Parish Council would be presented with the final formatted/proofread documents on which to sign off and the documents could then be submitted.

It was noted that Long Close had been put into the documents as a Green Space, but then been redacted in the Green Spaces Assessment as it has Green Belt protection. AL will work on a letter to the Jeffreys.

The Green at Fettiplace was discussed as a Green space. It was noted that we needed to contact Westbury (Persimmon Homes) and VOWHDC to notify them of our intentions.

It was noted that the documents don't have to be changed based on the comments received as long as comments are noted and an explanation given as to why something hasn't been changed.

NP 215 Discuss next steps and timetable: KG reported it would be useful for others to review the documents. Sections of the comments document were assigned to members of the SG to review with a deadline of the 10th March to return to AL. From there the documents will be proofread with a view to meet with the Vale by Easter.

NP 216 Date of next meeting: A meeting date was not confirmed, but AL will e-mail the SG once the smaller group is ready for another SG meeting.

The meeting ended at 8:40pm.

Chairman, Sign and Date