

WHPC Neighbourhood Plan Working Group (NPWG)

APPROVED Minutes of the Meeting: Friday 31st January 2025, 9.30am

Present: Alison Carr, Margaret Hall (MH), Vivien Shrubsall, Michael Wood, Cllr Ann Cooper, Anne Oliver (WHPC Clerk) and Paul Weston, Planning Consultant

1. To seek the advice of Paul Weston regarding a work programme for the project and, in more detail, the initial stages of the project.

During a 90 minutes session, Paul Weston, a planning consultant with many years' experience of working with Town/Parish Councils to develop their Neighbourhood Plan, shared his advice on:

- Stages of the process to develop a Neighbourhood Plan
- Community engagement
 - o Consider various methods, perhaps different methods for different groups
 - o Develop a communications strategy
 - o Publish results and findings
- Evidence gathering and working with 3rd Party specialists
 - o Material available from EDDC?
 - o Technical help available
- Applications for Locality grant funding

The team asked for advice on whether they were “modifying” an existing NP or developing a “new” NP as different process requirements would apply. In Paul’s view the NP for West Hill would be a new NP and subject to referendum/examination.

Action: Alison to investigate pricing options for Survey Monkey

Action: Anne to contact Locality to submit an application, if possible, for Technical Support (Design Code) by the deadline of 5pm 31st January (same day).

2. To agree date of next meeting and frequency of meetings.
It was agreed to meet on a monthly basis. Next meeting Friday 14th February January 2025.

Anne Oliver, Parish Clerk, 4th February 2025