

WALTON NEIGHBOURHOOD PLAN WORKING PARTY

Chair: Stuart Copeland : (e) stuart.copeland@stonac.co.uk

Minutes of a meeting on 12th August 2015 in Room 2, MK Snap, Bourton Low, Walnut Tree, MK7 7DE.

Present:	Stuart Copeland (Chair)	SC
	Terry Reynolds	TR
	Mario Toto	MT
	Douglas Pearson	DP
	David Newland	DN
	Lisa Emmanuel (Scribe)	LE

1. Apologies:

John Reed, Joanna Bolton (new Project Champion for WCC), James Croucher

2. Declarations of Interest:

None

3. Minutes of previous meeting

Minutes of the previous meeting held on 16th July 2015 were accepted as a true and accurate record. SC requested an electronic copy of the minutes be shared for records.

4. Actions from last meeting:

Those with deadlines met and completed. Actions carried forward agreed as ongoing.

5. Brief update of progress to date and review of milestone plan

A summary of progress was circulated and agreed as a true reflection.

The milestone plan has been revised, however JC agreed we are still on track for referendum in May 2016.

6. Findings from Evidence Base Review

All confirmed they had read the report. SC relayed the telephone conversations with both Sam Dix and JC had agreed a way forward to provide the outstanding evidence.

7. Actions for the next month

A list of actions was circulated and the following agreed:

- NPWG members to carry out surveys for evidence gaps
- LE to circulate a brief of what is to be carried out re highways, parking, footpaths, open space etc along with timetable to co-ordinate dates/times
- LE to draft letter to landowners
- LE arrange meeting with Parks Trust
- TR arrange meeting with Walnut Tree Health Centre representative
- LE to prepare packs and display material for Autumn Fayre
- LE to email NPWG members for assistance at Autumn Fayre
- LE to email SD and JC regarding scoping report re Sustainability Assessment

Future actions following Autumn Fayre

- LE/PM to send headline policies/information pack to surrounding parish councils
- LE/SC to write to businesses with update
- LE to contact school Heads to ensure agenda item at next Heads Forum
- Updates on Facebook & website

8. Budget Update

WALTON NEIGHBOURHOOD PLAN WORKING PARTY

Chair: Stuart Copeland : (e) stuart.copeland@stonac.co.uk



Minutes of a meeting on 12th August 2015 in Room 2, MK Snap, Bourton Low, Walnut Tree, MK7 7DE.

There has been no further major spend, full update at next meeting.

9. Headings for Draft Plan

In order for JC to begin to draft the plan, the NPWG need to agree headings and potential policies. A document was shared as a starting point for discussion for both proposed headings and potential policy themes. SC to produce a table using the headings/themes and circulate to full NPWG with a request for response by close of play Sunday 16th August.

10. Date of next meeting

9th September 2015, Room 2 MKSNAP Note: Apologies LE will be on A/L

There being no further business to discuss, the meeting closed at 20.30pm

ACTION	RESPONSIBILITY	DUE
Electronic copy of minutes from 16.7.15 to be circulated to the group for records	KH	Immed.
NPWG members to carry out surveys for evidence gaps	ALL	Next
Circulate a brief of what is to be carried out re highways, parking, footpaths, open space etc along with timetable to co-ordinate dates/times	LE	Immed.
Draft letter to landowners	LE	End of Sept.
Arrange meeting with Parks Trust	LE	End of Sept.
Arrange meeting with Walnut Tree Medical Centre	TR	Immed.
Prepare information packs and display material for Autumn Fayre	LE	3 rd Sept.
Email NPWG members re attendance at Autumn Fayre	LE	Immed.

WALTON NEIGHBOURHOOD PLAN WORKING PARTY

Chair: Stuart Copeland : (e) stuart.copeland@stonac.co.uk



Minutes of a meeting on 12th August 2015 in Room 2, MK Snap, Bourton Low, Walnut Tree, MK7 7DE.

Contact Sam Dix & James Croucher re scoping report	LE	Next meeting
Send headline policies and information pack to surrounding Parish Clerks	LE/SC	End Sept
Update businesses	SC	End Sept.
Contact Andy Cox & Melanie Saunders-Short re attendance at next Heads Forum	LE	3 rd Sept.
Update website and Facebook	KH	Ongoing