

Newent Neighbourhood Development Plan Steering Group
7pm February 21st 2024
Newent Town Council Offices

Minutes

Action

Present: Cllrs Gill Moseley (Chair)(Minutes) (GM), Alan Hedley (AH), Trevor Beckwith, (TB), Josh Robertson (JR); Chris Moore (CM), Lynn Ashton (LA),

1. **Apologies** – Helen Selwood, Emma Salisbury, Heather Roberts, Jeff and Judith Steers; Cllrs Kay Selwyn, Julie Escritt, Sara Hulbert, Julia Gooch.
2. **Declarations of Interest** – there were none.
3. **Minutes:** The minutes of the meeting held on January 17th were approved. Proposer: TB, Seconder AH.
4. **Matters Arising** - none.
5. **Update on the position of Secretary** - After enquiries had been made, D. Morley had declined the position. Another name was suggested. To be followed up. AH
6. **Finance Report**
 - a) Payments to be approved: the sum of £2,237.89 was approved to be paid to Lee Searles (Andrea Pellegram Ltd) for planning consultancy work. Balances: Locality Grant - £5682; NTS (ER) - £1230; NTC (Budget head) - £63.65. CM
 - b) Parish Online – it was decided to discontinue this subscription as the software available via NTC and Lee Searles was considered adequate for NDP purposes.
7. **Update on Locality Grants** - all applications have been approved. These include the the Basic Grant, and Technical support for a Master Plan, Design Code and Housing Needs Assessment. Two more virtual meetings are being arranged with AECOM planners. GM
8. **Surveys:**

Business Survey – responsibility for producing the Google Form and hard copy survey had passed from CM to GM. GM
9. **Skills Audit** – No further progress had been made on this item.
10. **Stakeholder list** – It was felt that interviews should be carried out by two NDP SG members with each organisation. Lead member (as noted on Stakeholder list) to organize visits asap using the approved script which will first be checked against Lee Searles' questions on behalf of NTC to the Doctors Practice. GM
11. **AOB** – Google Drive link to be resent to all SG members. GM
12. **Date of next meeting** -March 20th