**Scalford Neighbourhood Plan Advisory Committee**

**Meeting at 7:00pm on 9 April 2019**

**At Methodist Church School Room**

**MINUTES**

The meeting opened at 7:00pm.

1. **Present** at the meeting: Cllr. Robert Ingles (Chair), Richard Mapletoft, Philip Marlow, Annette Cave, Ray Smith, Stephen Harris, Geoff Goodwin, Neil Tonks, Janette Tonks, Roy Stephenson, Monica Harris, Sarah Lambert and Gary Kirk of ‘*your*locale’.
2. **Apologies** were received from Cllr. Brian Dodd.
3. **Declarations of Interest.** There were no Declarations of Interest from those present at the meeting.
4. **Minutes of the previous meeting.**  The minutes had been circulated prior to the meeting and were accepted by the committee and signed by the Chairman as a true record. A matter arising from those minutes was raised by Roy Stevenson. It had been agreed at the last committee meeting that for future meetings the up-to-date position with regard to funding and cost projections for preparing the Neighbourhood Plan would be provided in advance of committee meetings but this had not been circulated for this meeting. The Chairman apologised for this being overlooked and said he would ensure it happened for future meetings.
5. **Neighbourhood Plan Update.** Gary Kirk of ‘*your*locale’ had prepared a Pre-Submission version of the Neighbourhood Plan for Scalford and this had been circulated to committee members prior to the meeting. Gary advised that it was now up to committee members to raise any queries on this version of the Plan and advise of any amendments to be considered.

The committee generally discussed the sections of the Plan prepared by each of the three Focus Groups and members of those groups answered queries from other committee members outside of their group.

From comments made and points raised in those discussions Gary will update the Plan and circulate it prior to the next meeting.

1. **Next meeting: Tuesday 14th May 2019 at 7:00pm.**

The meeting closed at 8:35pm

**Signed Date**