



## STEERING GROUP MEETING/OPEN FORUM

### Meeting Minutes – 27<sup>th</sup> October 2021

Held using Zoom 7.30pm

#### Attendance:

Russell Aston - Chairman and MPC Councillor                      Alistair Borland  
Phil Allen – MPC Councillor    Alan Plom  
Phil Jackson – MPC Councillor

#### Apologies:

David Illingworth – Vice Chairman

#### Previous Meeting – 13<sup>th</sup> October 2021

Minutes and actions were agreed - See list.

#### Finance

There is a need to use Alison more to help with workloads. The cost needs to be managed and this would be considered when RA and AB speak with her, see below. Quote / estimate to be requested. RA to arrange meeting.

#### Website

It needed updating. Options to be considered:

- Roger to take forward if he's able.
- Roger to hand over to someone else. Word Press is used, maybe Roger could train / update someone.
- Use someone else – Use MV to ask for help.
- AP to speak with Roger.

#### Village Communication

AP had updated MV. It was noted that with AP leaving this would need to be done by someone else in future.

#### Plan

Work to be done discussed and especially so in the context of limited resource.

PA had been speaking to Alison and the suggestion was she own the master plan and update it and then present it back to the group to agree. RA and AB to speak to Alison.

Packages of work:-

- Bringing the plan into line with revised NPPF. Alison to be asked to do this admin task under tracked changes. Group then to consider.
- Bringing the plan into line with the revised Local Plan – as above.
- LGS – This needed to be formally considered. Unallocated task.
- Regulation 14 statutory responses – PA was taking this forward. Alison had responded and PA now to formulate a strawman NHP response.
- Regulation 14 village responses - Formal. DI and SM taking forward.
- Regulation 14 village responses – Informal emails. Unallocated task.
- Regulation 14 – Turley letter. PA to produce a very short response.
- Basic Conditions (also below) – AB had produced a draft version and this would go to Alison to refine.
- Consultation Statement – AP was taking this forward

#### Basic Conditions Statement,

AB had circulated the latest version and asked everyone to read it and either suggest changes or confirm agreement. The latest best practice gleaned from looking at other recent plans was a shorter version which AB had done.

## Consultation Statement

AP was taking forward the consultation statement and would see this through

## AOB

## Meetings

Next formal meeting 15th December but informal meeting in the interim. 24th Nov suggested, DI asked to take forward in RA's absence. Maybe a face to face

## Actions

| Date    | Action  | Who        | Update  |
|---------|---|------------|---|
| 29 July | <b>Ongoing Village Communication</b> <ul style="list-style-type: none"><li>• MPC Update – RA</li><li>• Parish magazine – DI.</li><li>• Parish notice boards. DI via John Coyle.</li><li>• Maulden Voice and Alternative Maulden – AP</li><li>• Website – RB</li></ul> | RB, DI, RA | Ongoing<br>4 Nov – AP to take over from SB<br>18 Nov – AP, Post made<br><u>Ongoing</u>        |
| 17/3    | Views of the church – RA asked to follow up with Councillor Paul Duckett  | RA         | 31 Mar – RA had sent email and Paul Duckett was investigating.<br>Apr – June Response awaited |
| 28/4    | Foreword – RA to consider this  | RA         |   |
| 13/10   | Complete and circulate LGS tracker  | RA         | Done  |
| 13/10   | Minutes to go on website  | RB         |   |
| 27/10   | Speak with Alison   | RA and AB  |   |
| 27/10   | Speak Roger re website  | AP         |   |