

Minutes of the Neighbourhood Plan Steering Group Meeting

Held on Wednesday 18 December 2019 at 7.30pm in the Parish Council Office, Denham

Attendees:	Cllr Marilyn Heath (MH) Chairman Cllr Sharon Williams (SW) Cllr Marilyn Hagon (MEH) # Cllr Sylvia Jefferies (SJ) Cllr Guy Hollis (GH) Cllr Julia Walsh (JW) # Cllr Frank Duffy (FD) # Cllr William Davey (WD) # Cllr Sam Sproul (SS) # Cllr Karina Bowen (KB)	Ast. Edna Austin (EA) Res. John Young (JY) # Res. Alan Head (AH) Res. Tony Valentine (TV) Clerk – Jagjit Brar (JB) # = Apologies Received
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Min Ref:	Meeting Minutes	Action
191218/01	Apologies for absence As above	
191218/02	Approval of minutes of the last meeting Proposed by Cllr MH, seconded by Cllr JW – AGREED Cllr GH to chase SBDC on the EIA report	Cllr GH
191218/03	Section 2. The Neighbourhood Area The SG went through the submission of each task team. Additional edits were put forward, document to be updated by the Clerk. Task Teams to go back with the following actions: - To find pictures to support each settlement policy and fill any gaps for policies DEN 1-5 and forward to the Clerk - To fill any gaps remaining in the settlement areas for policies DEN 6 to 9, in particular pictures - To submit feedback summary of task team public consultations in April '19 for Section 4. Community Views	Clerk Task Teams
191218/04	Feedback from Task Teams – see 191218/18	
191218/05	DEN 10 – New Policy from Neil Homer The document was looked at by the Steering group, Clerk to make suggested edits and incorporate into the Pre-Submission document	Clerk
191218/06	Next Steps Task teams to fill any blanks and clarify any outstanding issues before the next meeting on the 15 th January 2020. Tatling End may need further assistance due to Cllr WD being ill.	
191218/07	Climate Change Policy – Possible Addition Clerk to incorporate comments submitted by EA	Clerk
191218/08	Any Other Business – None	
191218/09	Date of Next Meeting Monday 15 th January 2020 at 7.30pm	

Jagjit Brar - Clerk
 18 December 2019
 Meeting Closed at 9.40pm