

**Minutes of the Meeting of the Neighbourhood Plan Committee  
Wednesday 20<sup>th</sup> June 2018 7pm Poringland Community Centre**

**Present:** John Henson  
John Joyce (Vice Chairman)  
John Hodgson  
David Hewer  
Roger Webb  
Carl Pitelen  
Henry Gowman  
Anne Barnes  
Lorraine Matthews  
Trevor Spruce  
Catherine Moore (Clerk)  
Stephanie Ayden (Project Officer)  
Mark Thompson (Small Fish Consultancy)

**Also attended:**

**1. Apologies or Absence**

Apologies for absence were received and accepted from Charles Auger; Tim Boucher; Lisa Neal; Marie Charles; Lisa Neal and Sarah Lovelock

**2. Declarations of interest for items on the agenda and applications for dispensations**

There were no declarations of interest.

**3. Minutes of the meeting held 16 May 2018**

The minutes of the meeting held on 16 May were considered. David Hewer was added to the attendee list, and item 9's third bullet point was amended from Poringland to Norwich Local Policy Area. Proposed by Anne Barnes, seconded by John Hodgson, all in favour.

**4. Matters arising**

There were no matters arising.

**5. Adjournment for public participation**

There were no public comments made.

**6. First draft of Neighbourhood Plan Policies**

Mark Thompson presented his first draft of the 18 policies to the Committee. He confirmed he had referred to the evidence base plus the data from the Community Questionnaire. The committee discussed each policy and agreed some revisions to the wording. These were noted and the final draft of the Policies will be presented at the July meeting.

**7. Community Questionnaire final data presentation**

Data from all 465 returned surveys was presented to the Committee. With a response rate of 23% it was felt that the data could be taken as representative of the community. Charts would be produced by the Project Officer to display at the Poringland Fete by way of reporting back to the community.

**8. Any other Neighbourhood planning matters the committee wishes to discuss**

There were no other matters to discuss

**9. Date of next meeting:**

Wednesday 18<sup>th</sup> July 2018, 7pm, Poringland Community Centre

There being no other business, the Chairman closed the meeting at 8:50pm.

**CHAIRMAN**