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| 25th September 2020 |

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| Ranskill Neighbourhood Plan Steering Group (Google Meet)  Meeting Notes |

# Attending

Anne Talbot

Bryn Kinsey

Paul Hook

Sue Floyd

Introduction

* Update on NP Progress
* Roadmap
* Regulation 14 Public Consultation
* Funding

## Discussion

* NP Progress

The final draft is now available and being subjected to scrutiny for accuracy, spelling and factual inaccuracies.

* Roadmap - steps to completion
* Final draft post typos and amendments
* Submitted to the PC for validation
* Prepare for a Regulation 14 consultation

This is not a simple voting procedure, but a formal consultation seeking written comments on any aspect of the NP. We have to engage with all stakeholders to include employers etc and some statutory bodies. We will have to review all comments and adjust the NP if necessary.

Due to the pandemic we are unable to hold a physical public consultation. We are therefore preparing a similar process to the second public consultation, namely a leaflet to be distributed to all residents containing a summary of the key points of the pre-submission NP. We will also leave plenty of room in the leaflet for responses. An envelope to contain the responses and drop off points in the village will be needed again. The inspector will want to see this evidence.

There is a Microsoft Teams meeting planned for next week for Sue, Will and myself to draft the leaflet. When finalised we will circulate for validation.

The full draft will be available on our website, but this time we may see a number of queries. For those residents who don’t have access to a computer then we will print in advance 20 copies to distribute. BDC can do this for about £6 per copy. We will also provide an email address and a telephone number to receive queries. We are not willing to provide personal details. Mel is happy to use the normal PC contact details.

We have missed the deadline for October distribution with Ranskill Life. The next magazine will be issued early to mid November and we intend to circulate the leaflet with this issue. This formal consultation has to be over a period of 6 weeks. Due to Christmas we will extend the period from mid November to mid January.

* Regulation 14 consultation

Launch mid November and review all comments by mid February and incorporate in the NP if necessary.

* Strategic Environmental Assessment

A screening will be carried out by BDC to determine if a SEA is required for NP19 the new development. This will take place during the Reg 14 consultation. If a report is required we may need to appoint AECOM to provide this document, which is submitted to Historic England, the Environment Agency and Natural England. The location of NP19 is compared to the proximity of European designated wildlife sites, parts of Sherwood Forest and Clumber Park.

This could delay final publication for a few weeks.

* Consultation Statement

To be written by the steering group to outline our actions in our consultations and the whole process

* Regulation 15 Submission

Submit the final document to BDC for a consultative period of 6 weeks, following Helen adding consultation statements.

* Submission to an Examiner

Formal approval of our documents

* Village Referendum

This is the final consultation where the village votes to accept the NP.

This whole process is likely to last until June/July 2021.

* Funding

We can apply for further funding of about £1k to cover the cost of communication costs where we can’t hold physical meetings. I’ll ask Mel to apply for these extra funds.

## Further Action

* BK/SF meeting with Will next Wednesday to finalise the leaflet draft for the next consultation.
* BK to finalise the leaflet price with Ranskill Life.

## Next Meeting

Around 15th October to confirm the print run of the leaflet.