**Wilmcote Parish Council – Neighbourhood Planning Group**

**Minutes of Meeting Number 23**

**Held at the Village Hall on Wednesday 2nd September 2015 at 7.30pm.**

**Present:**

Colin Ray, Roger Harrison, Deanna Fernie, Louise Stewart, Karl McMillan, Warwick Roberts, Alan Griffith, Steve Howell. Penny Muir, Nick Willson, Lesley Deacon, John Telfen, Kate Shilvock, Ted Mander, Annabel Murphy, Aidan Murphy, John Turley. Michael Wellock from Kirkwells consultancy.

**1. Apologies:**

Alison McMillan, Christian Lowis, Richard Hoskin, Ken Guy, Peter Howard, Keith Vinning, Kate Compton, Norman Lee.

**2. Declarations of dispensations granted for Disclosable Pecuniary Interests already in the register of Members Interests.**

All NPG and WPC members present have dispensations.

**3. The minutes of the meeting held on 7th July 2015.**

These were agreed.

**4. Update on Housing Survey.**

Colin reported that agreement has been reached with WRCC to carry out a housing survey and this will be ratified at the Parish Council meeting on 16th September 2015.

**5. Discussion of First Draft of Neighbourhood Plan.**

The majority of the meeting focussed on this item and Michael Wellock from Kirkwells led the discussion on each page of this draft Neighbourhood Plan. Some comments and changes were noted by Michael for the next draft. A number of actions were identified for Michael to incorporate in the next draft. The next steps were agreed as:-

By 4th September 2015 produce pro-forma to track changes to NP document – Action Michael Wellock

By 4th September 2015 produce action list – Action Colin

By 16th September 2015 completed actions to be sent to Colin – Action WPC/NPG members.

By 18th September 2015 send completed pro-forma to Michael Wellock – Action Colin.

By 28th September 2015 produce next draft of NP– Action Michael Wellock.

By 2nd October 2015 circulate version 2 of NP to WPC/NPR members – Action Colin.

Meeting 6th October 2015 of WPC/NPG signoff next version of NP ready for consultation within Parish.

Formatting of report to be undertaken by Louise Stewart, complete one section for agreement.

**6. Treasurer’s Report**

Roger reported that

 **7. Date of next meeting**

The next meeting will be on Tuesday 6th October 2015.