

# **FAWKHAM NEIGHBOURHOOD PLAN STEERING GROUP**

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## **MINUTES OF THE TWELFTH MEETING HELD MAY 3RD 7:00PM AT FAWKHAM VILLAGE HALL**

Attendees: Laura Evans, Laura Marchant, David Mansfield, Tony Fullwood  
(Planning Consultant)

1. Apologies for absence: Lawrence Moss, Duncan Harker, Natalie Fox, James Cherry
2. Members of the public: none present
3. Agreement of Minutes of the 11th meeting: agreed
4. Discussion of the proposed content of the Neighbourhood Plan document. The draft document was made available, and feedback circulated between Steering Group members and Tony Fullwood, ahead of the meeting. Points raised were discussed at the meeting and a way forward agreed. A final draft Reg 14 version of the Plan will be ready for sign off next week.
5. Agreement to the quote from GTA Civils and Transport for the preparation of an initial design for car parking at Small Grains @£615 + VAT (max. £705 + VAT): this was agreed and the Parish Clerk will take forward the acceptance of the quote.
6. Community engagement: review of Consultation and Engagement Programme, including date for Reg 14 consultation and associated events/materials (drop in sessions, feedback questionnaire, third residents' leaflet, posters) and church fete stall on 24th June. The various materials for the consultation, and the accompanying publicity, were discussed, including the proposed timeline.
7. Items for the next agenda and date of next meeting. No date was agreed although the next meeting is likely to be in 4-5 weeks time and will include the outcome of the Plan's screening process, timeline for the Reg 14 consultation and associated events. Meanwhile Steering Group members will begin to draft the consultation materials.