

**Minutes of Sutton St. Nicholas – Neighbourhood Development Plan Project Group
Meeting held at Sutton St. Nicholas Village Hall on 25th November 2021 at 7.15pm**

Present

Keith Lawton (Chairman)
Councillor Ronald Gow
Cllr Ian Nicholas
Seng Yeo

In Attendance

Dr David Nicholson
Tony Ford – Parish Clerk

1. Apologies

Apologies were received from Cllr Richard Andrews, Rebecca Blackman, and Stan Gyford

2. Minutes of meeting held on 29th September 2021

These were confirmed as a true record of the meeting.

3. Update on Actions

The Parish Council agreed to the recommendation from the project group.

4. Consider Draft Neighbourhood Plan and make a recommendation to the Parish Council

- Page 23 St Michael's Church – change picture to omit port aloo
- Page 25 – River Lugg water quality issue.
- Page 28 Change to Key Views - additional views to be submitted by Keith Lawton.
- Page 32 Check LGS2 – double check
- Page 33 third bullet point query -**South** (of the Plan Area)
- Page 34/35 issue of closed churchyard, and that St Michaels Church Yard will get full, then closed what happens then.
- Page 35 (Paragraph 5.18) Keith Lawton to send suggested list to Dr David Nicholson.
- Add the development of a Parish Council Traffic Plan.

5. Agree way forward once the Parish Council approved draft plan.

- Updated version to submitted to Herefordshire Council for environmental assessment.
- Newsletter insert for Sutton News.

6. To consider request from the Parish Council to look at Herefordshire Council Local Plan – pre-consultation engagement

The group considered the Parish Council's request and following a discussion it was agreed that Keith Lawton would draft a response to be submitted to the Parish Council.

Action Keith Lawton to draft response.

7. Any Other Business

There was no other business.