

**WHITCHURCH AND GANAREW  
NEIGHBOURHOOD PLAN STEERING GROUP**

**Minutes of the meeting held on 3 January 2017 at The Old Court Hotel**

**PRESENT** G Litson (Chairman) P Cruttwell S Borthwick P Lewis E Heyes

**ATTENDING** K Shilton (Administration) G Hiscox Chairman Whitchurch and Ganarew Group Parish Council

**1. APOLOGIES** None

**2. DECLARATIONS OF INTEREST**

P Cruttwell and A Thomas declared that they have submitted Land Availability and Call for Sites papers to the Steering Group for consideration.

During the Steering Group discussions on land options submitted to date P Cruttwell left the meeting room when their site proposal was to be discussed.

**3. CALL FOR SITES AND PROPOSALS FOR PARISH SETTLEMENT AREAS**

The meeting reviewed various parameters and options for consideration in assessing the submitted land options to date and what parameters / factors should be considered for the proposed Parish Settlement Areas.

The Steering Group then reviewed each individual land option so far submitted in preparation for the next Steering Group meeting with the independent planning consultant from Data Orchard.

**Reference**

Details of comments for each land option and the land assessment criteria summarised by G Hiscox.

Proposals for discussion for Parish Settlement Areas prepared by S Borthwick.

Email from G Litson to Data Orchard outlining points for clarification and discussion at the next Steering Group meeting when Data Orchard will be present.

**4. OTHER BUSINESS MATTERS**

The Administrator explained a recent error of overpayment to the Neighbourhood Plan Steering Group from the Parish Council regarding VAT refund values.

The Steering Group members accepted the explanation and agreed that the overpayment should be returned to the Parish Council account.

**5. NEXT MEETING**

Agreed to take place on 12 January 2017 at 5pm at The Old Court Hotel when the planning consultant from Data Orchard will also be present.

The meeting started at 5pm and ended at 7.20pm

Signed

Chairman

Date

