



## Buckhorn Weston & Kington Magna Neighbourhood Plan Steering Group

Minutes of meeting held on Wednesday 8<sup>th</sup> February @ 7:00 pm Buckhorn Weston Village Hall

Committee Room

Attendees: Linda Munster (LM) (Chair)  
Peter Townsley (PT)  
John Street (JS)  
Richard McDougal (RM)  
John Westbrook (JW)  
Richard Smith (RS)  
Lisa House (LH) (Secretary)

Apologies: Felicity Beck (FB)

Serial		Action
1.	Apologies received from Felicity Beck	
2.	The minutes for the meeting held on the 15 January were agreed and to be signed.	LM
3.	Matters arising from previous Minutes: None arising.	
4.	There were no declarations of interest.	
5.	Update on tasks – Briefing Notes issued for review by all. Foreword has been sent off, SEA is dependent upon Reg 14 and Crosses garage site. Social, Economic & Environmental Characteristics (SEE) has been submitted along with Design Intent, including Peter's comments. Reg 14 is pre-application – to check that all documentation is in place (Submitted via Parish Council as Steering Group is sub-committee to PC). Submitted for community to comment for 6-week period. Survey/questionnaire will be designed in similar format to previous. Must follow specific format from Briefing Notes document. Further information on where the plan can be viewed will be added. Review after 6 weeks to see if there are any amendments to be made, then submit Reg 15. Council appoint independent examiner and arrange referendum. Must state dates, telephone numbers, etc. Parish Clerk will email form to everyone on the list (consultees as per list distributed). PT raised that he had been through his notes and several people queried the map as it only showed the boundary and not SSSI/Historic sites, however LM confirmed that these would be added at a later date (check	LM

	<p>with Philip Reese). Anticipated end March submission date.</p> <p>All to consider the options for the front cover. Possible Parish map with photographs around the edge. KM Church, War Memorial, Trough – BW Cricket Club, Church, Pub. Will not be able to provide copies of the plan. Will be available for people to view in both churches, the pub (BW) and the social club (KM). All Grant money has been spent and therefore this activity is being funded by the Parish Council. Assuming that there are no comments back from Lee Searles, the Plan will be given to Nigel to prepare in landscape format.</p> <p>Consultees will be able to read the plan via a link to the Parish Council website sent to them via email (by Parish Clerk). Plan, Questionnaire, Minutes, Agendas etc. all available on the website.</p> <p>The Foreword to be included is as distributed by LM. (LM to check).</p>	
6.	AOB: None	
7.	DONM: 08 Mar 2023	

Meeting closed: 19:55 hrs

These minutes are approved as a true reflection of the meeting:

Signed: .....