

**Kingsland Neighbourhood Development Plan (KNDP)
Steering Group Minutes
Monday 27 October 2015 Corner's Inn 7.00pm**

Present - Committee members	Apologies
Chris Southgate – (Vice chair) (CS)	Rodney Smallwood– Chair (RS)
Sarah Hanson- vice chair (SH)	Richard Hewitt (RH) Finance +clerk to PC
Jackie Markham - Volunteers sec (JM)	Rick Noordegraf (RN)
Merry Albright (MA)	Sebastian Bowen (SB) local councillor
Patricia Potheary: Secretary (PP)	Ed Wallington (EW)
Sally Deakin communications sec (SD)	
Brian Watkins (BW)	
Robin Fletcher (RF)	
Bill Bloxome-Data Orchard (BB)	
David Thompson (DT)	
Peter Vaughan (PV)	

1. Apologies for absence as above

2. Previous minutes agreed and actions completed

3. Approval of final version Reg 15 submission docs for Herefordshire Council

Agreed any essential minor amendments to be made and circulated by PC chairman before submission

- **KNDP 4** Add: 'Appropriate protection will be afforded to internationally and nationally important biodiversity sites in accordance with Herefordshire Core Strategy policy LD2'. This will be changed by Data Orchard before submission as agreed by PC. Agreed to clarify supporting statement in the KNDP for policy KNDP 4 re Lugg as SSSI
- **Maps** James Latham (HC) is providing the maps requested. Policies map and three inset maps including Shirlheath and Cobnash to be done Monday.
- **Basic conditions statement:** 15, 16, 17 query. No mention about policies re sewerage treatment and water. Bill Bloxome indicated that they come under the environment 6, 7 and 9. Bill to check that it is sufficiently covered and adapt accordingly.
- **Final version approved by the steering group**

4. Processing of further docs to be ready for examination stage

Consultation Statement to be circulated tomorrow ready for checking and addition to evidence base.

Bill Bloxome to check evidence base and let Sally Deakin know what is missing

5. Herefordshire Council (HC) advice regarding submission and examination procedures eg how long will examination take

Bill Bloxome will clarify these procedures with HC and circulate to steering group.

6. Any other business; Communications from the community

- Agreed that we need to make Kingsland residents aware of how important the KNDP is
- Meeting to prep actions before referendum to be announced
- Next meeting date to be agreed after the new year

7. Date of the next meeting TBA 7pm Corner's Inn