



# Houghton Regis Neighbourhood Plan

## Notes from the Neighbourhood Plan Steering Group Meeting: 2<sup>nd</sup> October 2019 held at 6.30pm

**Attendees:** David Gibbons; Cllr D Abbott (DA); Christine Clavey (CC); Cllr Mrs S Goodchild (SG); Sally Gray (SGr); Cllr Ms S Thorne (ST); Cllr T Welch (TW); Carol Butler (CB); Neil Fearn (NF) Cllr J Carroll; Cllr M Kennedy

**Also present:** Debbie Marsh (Corporate Services Manager- DM).

- 1) **Apologies** were received from Tracy Plunkett and Alan Winter
- 2) **Declarations of Interest** – None
- 3) **Revisions to the plan**

DG – Asked the group whether they could accept the minor mistakes so as not to delay the process further. Deal with factual errors.

NF – Asked whether a cemetery location had been decided upon.

DG – Proposed that DG & SGr go through AW's changes and pull out what needs to be changed. With a final version available early next week. Asked the group to send any amendments to him by Friday. All maps to also be checked and amended where required.

DG – Now we come on to the executive summary. I think there needs to be two different versions. One for statutory consultees and one for others that is more readable, less technical.

NF – Perhaps it could be Summary and Executive Summary.

DA – Technical summary and general summary

SG – Perhaps the plan could do with an introduction from the Chair.

DG – Perhaps we should list all those who have been involved right from the beginning.

All agreed

CC – asked whether anyone had been in contact with Thomas Whitehead School.

DG – asked if their contact details could be passed to him, he would contact them.

- 4) **Scheduling consultation events**

Members then discussed the number, dates and timings of the drop-in consultation events

**5) Date of next meeting**

Members agreed to the date of the next meeting – 16<sup>th</sup> October 2019 at 6pm

The following members gave their apologies:

SG, SGr, MK