



# TAKELEY NEIGHBOURHOOD PLAN STEERING GROUP

## MEETING NOTICE:

Members are invited to attend the next Steering Group meeting to be held on  
**MONDAY, 12<sup>TH</sup> AUGUST 2024 AT 7PM IN THE OLD SCHOOL COMMUNITY CENTRE.**

**Members:** Loraine Flawn (Chairman), Cllr Jackie Cheetham, Cllr Phill Bodsworth, Cllr Tricia Barber, Cllr Hugh D'Alton, Cllr David Daykin, Allison Evans, Jean Johnson, Martin Peachey, Fiona Perrott-Humphrey, Karen Quinn, Marilyn Sayers, Barry Smith and Michael Letchford.

**Signed:** *Jackie Deane*

Jackie Deane (Parish Clerk) 7<sup>th</sup> August 2024

## AGENDA

### 1. APOLOGIES FOR ABSENCE

Apologies received by the Clerk ahead of the meeting. To note resignations of Peter Hewett and Ruth Bodsworth from the steering group and to welcome new members Cllrs David Daykin.

### 2. MINUTES OF THE LAST MEETING

Note: There was no meeting held in July due to the general election.  
To approve the minutes of the meeting held on 4<sup>th</sup> June 2024 as a true record.

### 3. TOPIC GROUPS AND STARTING TASKS

To complete the list of topics and assign pairs of members to take each topic, for research and writing up the plan as additional work both for a Regulation 19 Local Plan comment and for the work on the Neighbourhood Plan – to be compiled by members outside of the meetings.

Draft list of topics:

Walking and cycling routes and the Flich Way – Jean J and Allison E

Heritage – Jackie C and Tricia Barber

Landscape and Ecology – Lori Flawn

CPZ and airport – Martin Peachey

Highways and HGV traffic – Barry Smith

Housing and development design – Phill and Ruth Bodsworth

Employment – Barry Smith

### 4. VISION AND OBJECTIVES

In line with major changes outlined in the UDC Regulation 19 consultation, to consider wording for the vision statement and list of objectives.



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## 5. THE NEW UTTLESFORD LOCAL PLAN

- a) Update from the Clerk on what has changed between Regulation 18 and 19 and priorities for the Parish Council
- b) To consider additional matters raised by members of the Steering Group
- c) To agree arrangements for a Neighbourhood Plan response to the Regulation 19 consultation.

## 6. ITEMS FOR THE NEXT AGENDA

Evidence base reports, priorities for new policies.

## 7. DATE OF THE NEXT MEETING

Monday, 9<sup>th</sup> September 2024 at 7pm in the Old School Community Centre.