

**MILTON NEIGHBOURHOOD PLANNING FORUM  
MINUTES OF MANAGEMENT COMMITTEE MEETING  
HELD ON 10th JANUARY 2019 AT MILTON VILLAGE HALL**

Present

Rod Bailey (RB) (Chair)

Chair

Kimberly Barrett (KB)

Paul Docking (PD)

Secretary

Martin Lock (ML)

Treasurer

Paddy O'Hara (PO'H)

Peter Higgins

Councilor Ben Dowling.

**1. Apologies for Absence**

Apologies for absence were received in advance from Pam Pritchard and Paul Pritchard.

**2. To approve the Minutes of the Previous Meeting.**

The minutes of the December meeting were approved unanimously.

**3. Any Matters Arising from the Minutes of the Previous Meeting**

a) *[4a] To investigate Housing LIN data and report to next meeting.* PD reported that he had yet to complete this action

**Action: PD to investigate Housing LIN data and report to next meeting**

b) *[4d] To arrange for the emerging plan to be briefed to the Planning Forum.* RB reported that a meeting was to be held on 31 Jan with PCC and RB, PO'H and PD (and BD?) to receive feedback on V20 of the plan.

c) *[5] No further comment on the latest drafts of plan and exec summary had been received since the last meeting, save from RB. There followed a discussion on the differences between the Plan and Executive Summary documents. It was agreed that the Executive Summary text would now go into the plan, after the Forward.*

**Action: PD to incorporate changes to Plan**

d) *[6a] Members to note timing for the Pre-Reg 14 consultation.* PD reminded members present of the prospective timetable, beginning with the launch at the next Neighbourhood Open Forum.

e) *[6b] Members to review list and to email organisation's names and contact details to be added to PD.* PD said that no additions to the distributed consultation list, other than from RB had been received. PH and KB both said that they had some. PD asked that he be emailed the name and contact details.

**Action: KB and PH to email organisation name and contact details to be added to the consultation list**

f) [7] To obtain legal advice on incorporation and circulate. See agenda Item 7.

**4. Update from the Chair on the Work of the Forum**

a) RB updated the meeting on the lack of progress on Air Quality. He will attend a meeting with Stephen Morgan MP, accompanied by PO'H, on 22 Feb to try to make further progress.

**5. To review progress on writing the draft plan**

See minute 3c.

**6. To review the Pre-Reg 14 Timetable.**

See minute 3d

**7. To receive a financial update**

Subsequent to the legal advice obtained by PD, we have now set up Milton Neighbourhood Planning Forum Ltd, a company limited by guarantee, number 11732451, on 18 December 2018. The directors are the Officers of the Forum. PD would forward the appropriate detail to ML who will then resume dealing with Groundworks for the grant.

**Action:**

**PD to pass detail to ML**

**8. Any other business not notified before or covered by the agenda**

BD announced that he had been told, that afternoon, that the PCC bid for St James' had been unsuccessful.

BD said that interim appointments had been made to replace Claire Upton Brown and Ruth Ormella..

**9. To agree the date of the next meeting**

The next meeting was scheduled for 14th February. In view of the date, it was agreed that the next meeting would be held a week earlier, on 7th February 2019 in Milton Village Hall

**Actions arising from the minutes of the Meeting held on 10 January 2019**

<b>Minute Number</b>	<b>Action</b>	<b>Lead</b>
<b>3a</b>	<b>To investigate Housing LIN data and report to next meeting</b>	<b>PD</b>
<b>3c</b>	<b>To incorporate the Executive Summary into the Plan</b>	<b>PD</b>
<b>3e</b>	<b>To email organisation name and contact details to be added to the consultation list</b>	<b>PH KB</b>
<b>7</b>	<b>To pass company details to Treasurer</b>	<b>PD</b>