

## **Ilminster Neighbourhood Plan Development Group**

### **Notes of Meeting held on 26th May 2021.**

**Present – Stuart Shepherd (In the Chair), Michelle Gunn (via Skype), Matt James, Jim Sainsbury, Liz Shepherd, Henrietta Van den Bergh, Scott Waldie, Tony Walker, Martha Covell (ECA, via Skype), Philip Burton (Mayor of Ilminster). Mark Tredwin (Acting Town Clerk).**

**Apologies –** No apologies recorded, but resignations had been received from both Sally Howard and David Westwood who wished the Group every success in concluding their work.

**273 – Declarations of Interest –** No new declarations of interest were recorded.

**274 – Notes of Meeting held on 12<sup>th</sup> May –** The notes of the meeting held on 12<sup>th</sup> May were agreed as a fair record, and signed accordingly

**275 – Minor Additions to the Neighbourhood Plan –** Copies of Martha's correspondence with AECOM had already been circulated, and for this meeting she had prepared a detailed report itemising small additions ( not involving any policy changes), which should be made to the Plan to ensure it had AECOM support. The Group expressed approval of each of these additions, and in view of their minor nature, took the view that they did not require further endorsement by the Town Council. So it was agreed that they should be duly included in the Plan shortly to be printed.

**276 – Consultation Leaflet –** Everyone was happy with the final version circulated at the meeting, which would now be advised by the Council Offices, to the Post Office, no later than 27<sup>th</sup> May, in order that 2,000 copies could be delivered to Ilminster Homes ahead of consultation commencing 26<sup>th</sup> June. The cost of Leaflet printing was duly noted.

**277 – Manning the Consultation Events –** A circulated schedule providing for the presence of Group Members throughout all consultation events, was acceptable to all those who had been listed.

**278 – Display Boards and Gazebos –** Arrangements for display boards were agreed, and consideration given to where gazebos might be obtained. Depending on confirmation of measurements, they might be lent from either the Cricket Club or the Acting Town Clerk. A team including Stuart, Henny, Michelle, and Philip would be responsible for setting them up, and Scott would be responsible for coordinating the provision of tables and chairs as necessary.

**279 – Fair Copy Printing of the Plan –** It was agreed that 20 copies should be made available prior to commencement of consultation.

**280 – Briefing Sheet for Consultation Sessions –** Views were expressed as to what should be in the "briefing sheet", and it was agreed that "thoughts" should be sent to Scott, who would coordinate and send them on to Martha before 18<sup>th</sup> June. It was suggested that we should all keep abreast of local and national newspaper reports, which might fuel some of the questions we would be asked.

**273 Next Meeting –** This would be held at 11.30am in the Council Offices on 18<sup>th</sup> June 2021.

SW/27/05/21