

DOWNHAM MARKET NEIGHBOURHOOD PLAN STRATEGY GROUP
NOTES OF MEETING HELD THURSDAY 23rd SEPTEMBER 2021 AT 10 AM

This was held as a Zoom video telephony meeting.

	Present: Strategy Group Chair – Cllr Hendry Members –Mr A Davy, Mr K Loveday, Mr R Warden and Cllr Westrop Consultant – Mr S Vincent Abzag Ltd Assistant to the Clerk – Mr G Spark (Left at 10:16am due to an appointment) Senior Administrator – Ms C Dornan	ACTION
1	<u>To receive Members' apologies for absence</u> Apologies were received and accepted from: Mrs J Davy – Personal Reasons Mr T Bennett has been on holiday and was unaware of the meeting.	
2	<u>To receive Members' declarations of interest</u> There were no declarations of interest.	
3	<u>To approve the notes of the meeting on 17 September 2021</u> Proposer Mr Davy Seconder Cllr Westrop 'The notes of the meeting held on 17 September 2021 are agreed as a true and accurate record.' All In favour	
4	<u>To discuss and agree actions for the Public Consultation in October 2021</u> Copies of the Neighbourhood Plan are to be printed by the Office and placed into A4 folders with 'Please do not remove' on the front ahead of the planned event.	Senior Admin.
5	<u>To approve the Neighbourhood Plan ahead of the consultation</u> Amendments to the Neighbourhood Plan were discussed and agreed with the Consultant including numbering and colour change requests.	Consultant

	<p>Further photographs were requested by the Consultant which Mr Loveday and Mr Warden agreed to forward by midday on 24 September 2021.</p> <p>The consultant is to send a copy of the updated Neighbourhood Plan to the Senior Administrator by 3pm on 24 September 2021 for onward circulation.</p>	<p>Mr Loveday & Mr Warden</p> <p>Consultant</p>
6	<p><u>To confirm the date of next zoom meeting</u></p> <p>29 September 2021 – 2:30 pm with Consultant</p> <p>Mr Loveday will join the meeting at 2:45 pm due to a prior commitment.</p>	
	<p>The Chair thanked everyone for their attendance.</p> <p>The Meeting closed at 11:22 am</p>	
	<p>SIGNED</p>	<p>DATE</p>