

**Minutes of the Meeting of the Houghton Neighbourhood Plan Working Party (NPWP)
held at Houghton Village Hall
11th November 2017 (1930 – 2047)**

01-11/17	<p>Present: Ian Hill (Chair), Linda Clark, Rosemary Hamilton, Paul Hart, Sue Hart, Nicola Joyce, Marion Keene, Ann Sleath, Huw Francis (Secretary)</p> <p>Apologies: Peter Lutman, Jim Sharman, Roger Bettles, John Siddons, Mark Newman, Steve Goodman, Barbara Scase</p>
02-11/17	<p>Review of Documents responding to the External Examiner’s Comments on the Neighbourhood Plan (NP) Document</p> <p>Ian Hill (IH) reported that there had been no objections from any NPWP members to two sets of responses to the External Examiner’s comments on the NP document which had been circulated to all NPWP members. The meeting then reviewed the two documents produced by John Siddons (JS) and the Village Design Statement Committee in response to the External Examiner’s comments.</p> <p>The meeting broadly agreed to accept Document 1 written by JS but made the following amendments:</p> <ul style="list-style-type: none"> • Page 1: IH to slightly amend the red line on the plan and the wording referring to area north of A47 – the New Development Limit • Page 2: IH to redraft sentences referring to Site 3 • Page 2: IH to add a sentence along the lines of “preferring to keep the sites in the plan for leverage re reserve matters and would welcome comment/guidance from the Examiner” <p>The meeting agreed to accept all the suggested amendments to Document 2 written by members of the VDS Committee with one exception:</p> <ul style="list-style-type: none"> • Page 3: delete reference to Green Roofs <p>IH also agreed to the following additional actions:</p> <ul style="list-style-type: none"> • To download the NP Document from the HDC website and then contact Matthew Bills to check which version of the document has been circulated for comment. • to circulate the newly worded sections of the two documents to NPWP members prior to the Parish Council meeting on 9th November 2017.
03-11/17	<p>Any Other Business</p> <p>There were no items raised under AOB</p>
04-11/17	<p>Date and Place of Next Meeting</p> <p>IH agreed to forward a Doodle poll to NPWP members to allow them to choose a date for the next meeting in the week beginning 4th December 2017</p>