

Wolston Neighbourhood Plan
Notes of Extra Co-ordination Group meeting 3rd February 2018, 10am
Held in the Parish Council office at the Baptist Church

		Action
1.	Present: Jock Rainey (chair), Tim Willis (vice-chair), Tracie Ball (Finance), Bob Grainger (technical), Clare Malyon, Jessica Ramsay, Gillian Waddilove (secretary). Apologies: Dave Smith	
2.	This being an extra meeting called to discuss one item, we will review minutes and notes of the 2 previous meetings at the next CG.	
3.	The email calling this meeting described it thus: <p><i>NDP extra CG Meeting Saturday 3rd February 2018 10am</i> <i>I'm not sending an agenda as we have one item, the matter of SEA studies to be undertaken by RBC if we manage to agree a list for this work in good time.</i></p> <p><i>As agreed last week, we all need the sites list and some information about SEA studies and on what we are to agree, in time to read and consider the information before we meet. Bob, please will you circulate the information timeously (to use Jock's lovely word).</i></p>	
4.	JR explained that the need for this meeting became clear from a conversation between CG members after our joint meeting with Parish Councillors on 25 th January 2018. During the grant application process, RG had informed JR and TW that there is a window of opportunity to ask Rugby Borough Council to carry out the 'Strategic Environmental Assessment screening study' for our Neighbourhood Plan, in early March. Our Housing working group have been working on a list of sites for which to make recommendations in our plan (allocations). CG members were not content to agree that Housing working group could refine their list and present it as a completed set of allocations, without involvement of the CG, and we agreed to hold this extra meeting. RG added that it is now clear that RBC have another window for this work in May 2018.	
5.	RG had prepared an overview and history of 'sustainability appraisal', of which SEAs form part. CG members had read some papers in preparation and asked that RG share the list of proposed allocations. CM had met RG previously, to compare lists. (CM is responsible for the environment and economy & employment working groups, DS is responsible for infrastructure wg, and both these groups have input to any allocations to be included in the NP.)	
6.	The Housing wg brought forward 3 proposed site allocations. RG shared their long list (12 sites), which overlapped to some extent with the list circulated by CM for Environment wg.	
7.	It was established in discussion that we are unable to complete the lists necessary to request that RBC do the SEA screening study for our plan in March as we need to advise at that point of all sites that we may want to	

	include in the NP. TW as Project Leader agreed that we should be able to complete our proposed allocations list in time for the May window of opportunity.	
8.	RG advised that there is a meeting of the Housing wg planned for February 7 th .	
9.	JR asked TB to join Infrastructure wg, and JRa to join CM on Environment wg, to help move their work forward.	
10.	TW has a planned meeting to check progress on the NP with Neil Pearce, our consultant, on Monday 5 th February.	
11.	The meeting closed at 11.15am.	