

NORTON NEIGHBOURHOOD PLANNING STEERING GROUP**Date:** Thursday 17th December 2015 **Time:** 19.00**Venue:** Norton Village Hall **Secretary:** Nigel Allcott**MINUTES OF THE MEETING**

Minute	Agenda Item/Outcome	Action
	<p>Record of attendance: Robert Twitcher, Stephanie Goulden – Councillor, Tony Heathcote, David Birtles, Ann Cooper, Charles Cooper, Nigel Allcott</p> <p>Nigel Allcott acted as Chairperson</p>	
15.12.01	<p>Apologies Barry Coleman, Andrea Coleman, Katherine Brown, Carole Child, Steve Mason</p>	
15.12.02	Review and approval of minutes from 22nd October 2015	
15.12.03	Review and approval of minutes from 19th November 2015	
15.12.04	<p>Matters arising</p> <p>Proposal to appoint Landmark Planning as Parish Consultants to be submitted to the next Parish Council Meeting.</p> <p>Tom James to be invited to next meeting</p> <p>Tony Heathcote advised that Tom James has been to Brington who have now decided not to develop planning</p>	<p>Steph to advise following next council meeting</p> <p>Nigel/ Katherine to contact Tom James</p>
15.12.05	<p>Break Out Groups</p> <p>i/ Action plan Deferred to next meeting</p> <p>? Piggy back display with Parish Meeting</p> <p>ii/ Interested parties List collated</p> <p>ii/ Questionnaire Tony to re-circulate Pulborough questionnaire. Suggest we fill in and note areas that are not applicable to Norton or add in areas we want covered</p> <p>Need full explanation at beginning of questionnaire</p> <p>Need to maintain data integrity/ security</p> <p>Cross match to Housing Survey/ Village Design Statement</p>	<p>Nigel to circulate interested parties to All</p> <p>All to review questionnaire – Also review Flore draft plan for ideas</p>

15.12.06	<p>Group feedback Not Applicable</p>	
15.12.07	<p>Any Other Business Drop Eric/Coleman’s email about involvement Funding pack from Steph? Have I got it? Make contact with Mr Mackaness from Heart of Shires</p>	<p>Nigel to review documents from Steph to see what we can apply for</p>
15.12.08	<p>Close Meeting and set next meeting date Next meeting date Thursday 28th January 2016 at 7pm David Birtles to check hall availability with Roger Saunders Meeting closed 20.46</p>	<p>David Birtles</p>
Signed	<p>..... Chairman</p>	<p>Date</p>