

# RAVENSTONE NEIGHBOURHOOD PLAN



## MINUTES OF STEERING GROUP MEETING

Thursday 28th March 2019 in the Village Hall

SG members present: Robin Cooper, Councillor Helen Anderson, Jane Humphreys,  
Suzanne Shirley, Glynis Bailey, Bob Hill, Jim Cleland

Apologies: Councillor Les Postawa, Stuart Howkins

### 1. Chairman's opening remarks

Robin welcomed members to the first meeting since January. He summarised the protracted independent examination process which had started in October 2018 and which finally ended on the 4<sup>th</sup> March with Milton Keynes Council issuing a Decision Document accepting the Examiner's report, freezing the Neighbourhood Plan and announcing a Referendum for its adoption on Thursday 2<sup>nd</sup> May.

Robin also reported that he had completed the end of financial year report on the earlier grant funding.

### 2. Planning for the Referendum

#### 2.1. Printing of the final version of the NP

It was agreed that a copy of the finalised (Referendum) version of the NP would be distributed to each household as had been done in April 2018 with the first draft of the Plan. Robin / Chris to arrange the printing.

**Action: Robin / Chris**

#### 2.2. Communications to residents

It was formally agreed that there would be two flyers prepared for residents (there had been some informal communications between members before the meeting). The first will accompany the distributed printed Plan and will briefly explain the process which has led up to the Referendum and providing the RPC and MKC website addresses where more information can be found.

Subject to checking the regulations regarding promotional material, a second flyer exhorting residents to vote in the Referendum and briefly listing the key attributes of the Plan will be distributed on the 30<sup>th</sup> April / 1<sup>st</sup> May.

**Action: Robin**

In anticipation of this requirement Robin / Chris had drafted a couple of "aunt sallies" for consideration. These were reviewed and amended in line with the discussions. Robin to confirm acceptability of wording with Chris and arrange printing (if Chris considers further revisions are necessary Robin will circulate revised documents for agreement prior to printing).

**Action: Robin / Chris**

### **2.3. Posters**

It was agreed that prices would be sought for the production of A3 and A2 weatherproof posters as, in principle, members wish to see posters exhorting residents to vote in the Referendum. Robin undertook to investigate the rules / allowable expenditure for posters before proceeding further.

**Action: Robin / Chris**

### **3. Next meeting date:**

No further dates were set - these will be arranged if necessary.