

Minutes of Redgrave Neighbourhood Plan Steering Group Meeting

Held on Tuesday 29 July 2020 at 7.30 on Zoom

Present: Andrea, Charley, Chris, John, Shirley, Jon, Janet

	Agenda Items	Action
1.	Charley welcomed all to the meeting.	
2.	There were no matters arising from the previous Minutes	
3.	Charley and Shirley had done samples of fliers to be distributed to every house in the village announcing the first draft of the plan and giving all residents the opportunity to comment. Some wording alterations were suggested. Shirley will work on this and will let the group see the revised copy. Shirley will then arrange for the fliers and the draft plan to be printed, probably by Gipping Press	Shirley
4.	<p>The final draft is almost complete. The fact that the consultation follows all the latest government guidelines relating to Covid 19 will be mentioned. Jon will check some of the wording and will then pass any changes or additions on to Andrea.</p> <p>Copies of the draft plan will be sent to Paul Bryant and to various bodies on Andrea's list before 24th August – Chris will do this.</p> <p>Chris also has a list of email addresses for the wider group (the working forum) so she will send them an advance copy.</p> <p>Chris will update the website re the consultation.</p> <p>The draft will need to be signed by the group before it is printed.</p> <p>The next Parish Council meeting is on 12 August so a PDF copy will be sent to them a week prior to this.</p> <p>The Shop has agreed to keep several printed copies of the Plan and will keep a strict record of which copies are lent out and to whom.</p>	<p>Jon</p> <p>Chris</p> <p>All</p> <p>Chris</p> <p>Janet</p>
5.	<p>Printing</p> <p>Shirley had obtained costs for printing the fliers and the Plans. This was approved.</p> <p>Jon agreed to write an article for the Parish Magazine about the consultation.</p>	Jon
7.	<p>Any Other Business</p> <p>Charley agreed to send a note to members of the Working Forum to keep them informed of everything that is happening.</p> <p>Andrea will be on holiday from 1-7 August.</p> <p>Janet and Shirley will supervise the distribution of the flier with the help of Jon's Amanda and the boys.</p> <p>The date of the next meeting was left open. Meanwhile the group decided to correspond by email or phone as and when needed.</p>	<p>Charley</p> <p>Janet/Shirley</p>