

**WEST CHILTINGTON PARISH COUNCIL
Neighbourhood Plan Steering Group
#30 Meeting
on Tuesday 17th July 2018 at 4pm
Venue: Parish Council Reading Room**

Present: M Monks, S Davis, R Gustar, J Fryer, M Chaffe (Process Matters), Debbie Jarvie - Assistant Parish Clerk

1. **Appoint Chairman for the meeting** - M Monks was appointed
2. **Apologies for absence** - none
3. **Declarations of interest** - The Neighbourhood Plan Steering Group Committee can only make proposals, not decisions on matters relating to the Neighbourhood Plan. Any such proposals will be referred to the Parish Council for decision.
4. **Review of AECOM draft report** - Queries and amendments discussed and to be sent.
5. **Review Consultation Document** - Completed by Councillors
6. **Review SEA** - Completed by Councillors
7. **Review HDC response** - Response drafted to be sent to HDC on 18th July 2017
8. **Date of next meeting** - Tuesday 24th July at 4pm.