

**REPORT OF THE NEIGHBOURHOOD DEVELOPMENT PLAN ADVISORY COMMITTEE  
HELD ON 25<sup>th</sup> SEPTEMBER 2018**

**MEMBERSHIP & ATTENDANCE**

**Chairman:** \* Vivien Lantree (VL)

**Councillors** \* Steve Watkins (SW)  
Jackie Worrall (JW)

**Committee Members**

\* Jon Bishop (JB)  
Peter Dixon (PD)  
Gareth Hunt (GH)  
\* Robert Mann (RM)  
\* Alan Manson (AM)  
\* Richard Dwyer (RD)

\* Denotes members present

**Officers present** Yvonne Merritt – Clerk (YM)

Action Points and updated Draft Plans are issued with each set of minutes.

**18/56 APOLOGIES FOR ABSENCE**

There were apologies for absence from Peter Dixon, Gareth Hunt, and Cllr Jackie Worrall.

**18/57 APPROVAL OF THE MINUTES**

The minutes of the meeting dated 21<sup>ST</sup> August 2018 were approved as a true and correct record.

**18/58 MATTERS ARISING FROM THE MINUTES**

Chase HAPTC on the HRA and SEA before going out for consultation (YM)  
Find conservation area maps to be included in the document. (YM)

**18/59 CONSULTATION PROCESS**

- Before going out for consultation it was agreed that the photographs would be added together with the map of conservation areas. (SW) (YM)
- A suitable design would be made for the front cover (YM)
- Additional photographs would be taken to identify the ‘rural feel’ of the village (JB)
- The amended copy would then be proof read for continuity and typos (JB) RD)

- The statistical information will be checked and if necessary updated (JB)

Subject to the responses received from HAPTC, it was agreed that the consultation process would commence 29<sup>th</sup> October until 7<sup>th</sup> December 2018.

- Two sessions would be arranged at Chorleywood library on the mornings of 17<sup>th</sup> and 24<sup>th</sup> November to speak to members of the public about the plan.
- The office 'info' address would be used for responses and those corresponding will be asked to correlate their comments to specific policy numbers.
- The consultation will be publicised on the Parish Council website, FB and twitter pages, with an article in Chorleywood matters.
- Press releases will be written for My News and Chorleywood Magazine
- The CRA will publicise the link in their newsletters and on their website.

**18/60 CLOSURE**

The meeting having commenced at 8.30 pm closed at 9.10 pm.

Signed ..... Date .....

These minutes were agreed as a true and correct record and signed by the Chairman.

Signed..... Date.....