

**Minutes of Grafton Parish Neighbourhood Planning Meeting held at Thatched Barn,  
Wilton on Monday 25 July 2022 at 19:30 hours**

Item	Topic and Actions
	<p><b>Attendees:</b> Mr Richard Pash (Chair), Mr David Lemon, Mr Edward Nelson.  <b>Members of the Public:</b> Mr Peter Lemon, Mrs Emma Dawney, Mrs Ellen Harris, Mr Baron Phillips.  <b>Apologies for absence:</b> Mr George Hosier, Mr Mike Hatherell, Mr Andrew Garbutt, Mr Bill Clemence.</p>
1.	<p><b>Matters arising from Minutes of Parish Council Meeting held on 11 July 2022:</b> Terms of Reference for the Neighbourhood Planning Group was approved by the Parish Council</p>
2.	<p><b>Welcome and Attendees:</b> Members of the public were welcomed to the meeting and thanked for volunteering. Maria Vonsova Parish Clerk has asked to step down from her duties as Secretary for the Neighbourhood Planning Group. Mr Nelson added a request for volunteers for the role of the Parish Neighbourhood Planning secretary.</p>
3.	<p><b>Terms of Reference:</b> Terms of Reference approved by the Parish Council were discussed, in particular that recommendations made by the group are taken to the Parish Council for decision. Terms were supported by the group.</p>
4.	<p><b>Dates for Neighbourhood Planning Meetings:</b> Dates for 2022 are proposed as September 26<sup>th</sup> and November 28<sup>th</sup>. Dates for 2023 are proposed as January 16<sup>th</sup> and thereafter to be the Monday two weeks before the main Grafton Parish Council Meeting</p>
5.	<p><b>Neighbourhood Plan Community Survey:</b> Mr Pash shared the proposed community survey. The group discussed the importance of getting as many people across the parish to respond. There were various suggestions, included publishing in the community news, offering printed copies to those in the community that needed, using the list of older residents from Jubilee day. To publish on village WhatsApp groups in August and a reminder in September with the 20th Sept as a deadline.</p> <p><b>Action:</b> Mr Pash to update on the process and results of Neighbourhood Planni on the next Parish Meeting.</p>
6.	<p><b>Synopsis of the process of Neighbourhood Planning:</b> Mr Pash shared an overview of the process for Neighbourhood planning including the need to put all proposals to the community as a referendum when they are ready. Mr Pash shared an overview of the report on the Vision Meeting held on April 25<sup>th</sup> with members of the Parish, the group agreed that the report was a fair reflection of the discussion on April 25<sup>th</sup>. Mr Pash also shared progress on the Parish website <a href="http://www.graftonparish.com">www.graftonparish.com</a> which now has a section on Neighbourhood Plan added to it and a welcome to members of the public who may want to join the group.</p>

**Next Grafton Neighbourhood Planning Meeting: 26 September 2022 at 19:30, Thatched Barn, Wilton**

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