**WORKING GROUP MINUTES**

Minutes of a meeting of the Bledlow-cum-Saunderton Neighbourhood Plan Working Group held on 27th February 2017 at the Lions, Bledlow at 7.30pm.

Present: Simon Breese (Chairman)

Luca Guerzoni

Derek Stone

Andrew Sage

1. **Quorum**

The Chairman noted that a quorum was present and declared the meeting open. Paul had sent his apologies for absence.

1. **Final Neighbourhood Plan document**

Aude has now reviewed and updated the plan. We are just waiting to hear the date of the referendum from the WDC Democratic Services which is imminent.

1. **Project Plan**

The WG reviewed the latest version of the project plan. Luca thought that the date of the referendum was likely to be around the time set out in the project plan.

1. **Referendum publicity**

Aude had indicated that it was likely that we would speak with or meet members of the Democratic services who would be able to tell us more about the rules on campaigning and what we are permitted/not permitted to say.

It was agreed that it was desirable (subject to available funds) to write to all parishioners encouraging them to go out to vote. Derek was asked to speak with Engage Planning to find out how much this would cost. Assuming the vote was on a Thursday, any letter should be timed to arrive on the previous Friday/Saturday.

At the appropriate time we will need to post notices in the parish magazines, on the web-site and the various notice boards as well as sending out an email to the usual mailing lists.

It was noted that at least one Parish Councillor had asked for a summary to be prepared of the NP. After some discussion it was agreed that this would be problematic as the NP stands on its own and summarising it could lead to inaccuracies. Luca agreed to provide the Parish Councillor with an explanation of why it was felt that we could not prepare such a summary.

1. **Next Meeting**

The next meeting will be called when needed.

1. **Any other business**

There being no further business the Chairman declared the meeting closed at 8pm.

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Chairman