MINUTES - MEETING 2.

STRETTON ON DUNSMORE PARISH COUNCIL

NEIGHBOURHOOD PLAN STEERING GROUP.

Date, Time and Location	Thursday 26th June 2026 at 7.30pm in Stretton Village Hall.
Present	Cllr Alan Abbey (AA), Mr. Jeremy Cox (JC), Mrs. Julia Thompson (JT), Mrs. Christine Tickle (CT), Mrs. Faith Matthews (FM) Mr. Rob Kennedy (RK), and Mrs. Helen Stewart (Parish Clerk).
Apologies	Cllr Paul Gordon (PG), Cllr Steve Smyth (SS), and Mrs. Carmel Hopkins (CH)
Chair	Mr. Jeremy Cox
Minute Taker	Cllr Alan Abbey

The Neighbourhood Plan (NP) Steering Group has been established by the Parish Council to research and gather relevant information, and to lead public consultation activities, in order to produce a draft Neighbourhood Plan for submission to Rugby Borough Council (RBC) and ultimately adoption.

The Steering Group is accountable to the Parish Council and must provide regular progress updates. Approval from the Parish Council is required prior to undertaking any public consultations, issuing notices, or incurring expenditure.

Number	Minute	Action
1.	**Introductions & Apologies** Introductions were made as this was the first meeting attended by Rob Kennedy. Apologies were received from Cllr Paul Gordon, Cllr Steve Smyth, and Mrs. Carmel Hopkins.	No action
2a.	**Minutes of the Meeting** The minutes of the previous meeting, held on 9th June, were agreed.	No action
2b.	**Actions from the Minutes** No actions were outstanding; all actions have been progressed/completed.	No action
3.	**Communication and Engagement** a. The questionnaire agreed during the last meeting has been used as planned: over 100 responses have been received from various sources including the online survey, pub, playgroup, cubs and beavers, dog grooming clinic, and coffee morning in the village hall. JC shared initial analysis including ideas on how the topics raised could be grouped into themes. Emerging themes so far are: • Development & land use • Green spaces/environment • Transport • Facilities/activities/local businesses b. The group then considered how the data collected could be used to engage further at the Village Fete on 4th July 2026. The outline proposal is to present the key themes already identified (from 3a), then ask village fete attendees to highlight 3 key points which they think are most important, and to add any new items they think have been missed. WG members agreed to plan for this	

	event and support on the day are JC, SS, and RK. Results and output will be analysed at the next meeting. **ACTIONS** • **JC** to share planned material for village fete with all WG members before the event. • **JC, SS, and RK** to support on the 4th July at the fete.	03/07/2026 04/07/2026
4.	**Project Plan** An outline timing plan (Stretton on Dunsmore NP WG - DRAFT project plan v0.1.pdf) was shared and discussed. This document is a combination of initial idea from SS ahead of the first meeting on 7th June, further analysis / draft from AA since that meeting, followed by refinement / review by JC. It was explained that the overall timing target for completion of the NP (including approval by RBC) needs to be within 2026 if at all possible. FM raised a question: what is the difference between the Neighbourhood Plan we are now developing, and other similar documents such as a Village Design Statement? **Action: HS** to get clarification from RBC if possible. AA & JC raised a question regarding next steps with RBC: when and how do we engage with them to ensure timely progress and completion? In reply, HS explained an initial formal letter has been sent from the Parish Council to RBC informing them of the activity to create and issue the NP. RBC will reply to confirm acceptance; once that is received, the Parish Council can plan next steps with RBC, and inform the steering group. **Action: HS** to follow up with RBC & Parish Council. **Action: all steering group members** to review the plan and consider for the next meeting a) Is the timetable realistic, can it be agreed? b) Is there anything significant missing or other feedback? c) Does anyone have any skills or interests in drafting, or the policy areas, and would like to lead them?	07/07/2026 07/07/2026 07/07/2026
4.	**Date and Location of Next Meeting** Tuesday 7th July 7.30pm at Chairman's house Key topics for discussion will be output from the village fete engagement activity, and discussion of the overall timing plan/next steps.	No Action

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