MINUTES - MEETING 8.

STRETTON ON DUNSMORE PARISH COUNCIL

NEIGHBOURHOOD PLAN STEERING GROUP.

Date, Time and Location	Monday 2nd November 2026 7.30pm at Wolf House, Church Hill
Present	Cllr Paul Gordon (PG), Cllr Alan Abbey (AA), Cllr Steve Smyth (SS), Mrs. Faith Matthews (FM), Mr. Jeremy Cox (JC), Mrs. Carmel Hopkins (CH), Mr. Rob Kennedy (RK), Mrs. Julia Thompson (JT), and Mrs. Christine Tickle (CT).
Apologies	n/a
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** All group members were present	No action
2a.	**Minutes of the Meeting** The minutes of the previous meeting, held on 26th October, were agreed.	No action
2b.	**Actions from the Minutes** Three actions are still "work in progress", as follows: **Action PG:** discussion with sustainability consultant (Amy Holtby) is in progress; information has been promised and will be used as an input to the plan when received. **Action: SS** to ask Parish Clerk (**HS**) for any existing documentation regarding open green spaces within the parish, to ensure no missing or conflict. This action is being followed up this week. **Action: PG** to ask advice from **HS** how to record the evidence based within the NP document. This action is being followed up this week.	No action
3.	**Communication and Engagement** No new information or responses.	No action
4.	**Drafting of the main Neighbourhood Plan document** Discussion took place regarding the latest draft of the NP document (StrettonNPDraft021126.pdf), shared on email by PG ahead of the meeting. Key points discussed were: - Appendices may not be needed / too much information: they will be left out for now. **Action PG:** to remove from next draft. - How to ensure the document is relevant to the wider parish: any and all of us can submit ideas to PG for inclusion in the draft.	05/11/2026

	- Ensuring the link from the evidence database to the policies is clear, especially relating to development policies. **Action PG:** to include some of the reference information (especially tables). - Draft 3.1 should be reviewed by all, for any items which need final change or update ahead of submission to the PC & RBC. **Action: all** to review and send comments to PG. - Draft 4 will then be created, and shared with all, ready for submission to the PC for review at their meeting on 9th November as planned. **Action: PG** share draft 4 when ready. - Submission to the PC can go ahead as planned, with the intention that they agree to submit this draft to RBC for review. **Action PG:** submit to **HS** ready for 9th Nov PC meeting.	05/11/2026 05/11/2026 06/11/2026 06/11/2026
5.	**Project Plan** The key milestone coming up is to submit for review by the Parish Council (PC): the next PC meeting is on Monday 9th November. The key purpose of that review is to ask the PC to agree that this draft is ready for review by RBC. The next actions for the group depend on outcome of that PC meeting, and review by RBC when it happens. It is expected that we will continue to consider updates, based on feedback from both those sources, and also any suggested actions e.g. possible completion of a Housing Needs Assessment, or Green Space Assessment. The next meeting date is therefore tbc, depending on outcomes above. It will possibly be in January 2027, as the reviews progress and feedback is received.	
6.	**Date and Location of Next Meeting** tbc, as explained above.	n/a

STRETTON ON DUNSMORE PARISH COUNCIL

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