

## **Neighbourhood Plan pre-submission consultation**

Update report for SPC by Cllr Morgan on behalf of the NPSG

### **Background**

NP is ready for its pre-submission consultation which is organised by the PC, and is a mandatory 6-week period. Stewkley NP pre-submission consultation will start on June 17 and end on July 28 2019. The pre-submission draft of the NP is in the June 2019 PC documents folder.

Five documents are required for the consultation. These are: The Neighbourhood Plan; the consultation report; the site assessment report; the green and open spaces report; and the strategic environmental assessment report.

AVDC provided SPC/NPSG with a list of 37 statutory consultees. SPC is responsible for ensuring these consultees have the 6 week period in which to comment on the 5 documents.

In addition, SPC should consult with local groups of their own choosing, as well as parishioners.

### **Website**

The five documents listed above are now on the NP website.

A consultation page has been created which will go live at 00.01am on June 17. The consultation page has active (working) links to all five documents as well as an online comments form and a printable comments form.

Comments from the on-line form will email to [stewkleynp@gmail.com](mailto:stewkleynp@gmail.com).

Printed forms will be returned to the PC post box at St. Michael's school.

### **Statutory consultees**

Emails will be sent on June 14 (evening) to all statutory consultees with an explanatory letter and a link to the consultation page on our website.

These have all been set up in draft on [stewkleynp@gmail.com](mailto:stewkleynp@gmail.com) and are ready to send.

### **Communication with parishioners**

The June Grapevine will have a front page feature on the consultation. We will also put something in to the July GV to confirm the consultation closure date. A flyer has been drafted and a copy is in the June 2019 PC documents folder.

Parishioners will be encouraged to review the documents on line, however there will also be 5 paper copies of each document available in the village hall (billiard room) on the following days/dates and times.

Tuesday	June 18, 25 and July 2, 9, 16 from 10am to 1pm
Friday	June 21, 28 and July 19 from 6.30-9.30pm
Sunday	June 30 and July 28 from 10am to 2pm

**Decisions required by SPC on 3 June 2019**

House to house leaflet drop of flyer week before June 17?

Additional Stewkley based consultees – see list in DropBox of those already on the list

Pre-approval for spending on printing required (5 documents, flyers and banner).

Any other advertising required?

Billiard room supervision during consultation period.

28 May 2019