



## Minutes of a meeting of CNPSG held on Wednesday 1<sup>st</sup> November 2023 in the Council Chamber

**Present:** Pat Lunt (PL), Gail Coleshill (GC), Cllr. Jan Nathan (JN), Cllr. Kathy Head (KH)

**In attendance:** Katharine Sheehan (KS) (Town Clerk).

### 1. Apologies

Apologies were received from Diane Butler (DB) and Cllr. Simon Woodland (SW).

### 2. Declaration of interest

There were no declarations of interest.

### 3. Minutes of the meeting held on 19<sup>th</sup> September 2023 and matters arising

The minutes of the previous meeting were AGREED without change.

Matters arising were either all dealt with or listed on the agenda.

### 4. Aims and Objectives Consultation:

#### a. To review the report of the Aims and Objectives Consultation and

#### b. To confirm suggested changes from the planning consultant

The Steering Group discussed the document produced by Stuart Todd (ST) in detail, noting that comments relating to arts and culture had been inserted as a result of a comment received during the consultation. All other changes were relatively minor in content and were confirmed.

There followed some discussion about comments which were designated as 'to draw to the attention of the Town Council'. Steering Group members felt that these could do with some clarification in part, as some of the areas highlighted related to Somerset Council responsibilities (ie parking). KS and PL agreed to meet and refine these where possible to avoid misconceptions about what is achievable/relevant. PL to then email updated version for ST to progress with the policy development phase.

It was noted that at least two comments were potentially libellous and should be removed from the final document.

### 5. To confirm suggested areas for policy development



The areas of policy development outlined in the report were reviewed and agreed. Some discussion took place about the scope of the policies. PL to confirm with ST.

#### **6. Written evidence base: to collate written evidence to support policy development**

PL reminded members that the process for gathering existing written evidence was ongoing and that topic papers were required to look at what the existing evidence was demonstrating and what the implications for Crewkerne would be, including any impact on the Neighbourhood Plan. PL would recirculate the list of possible topics and members were asked to confirm which they were taking on in order to avoid duplication of effort.

#### **7. To confirm next steps**

PL to confirm changes to As & Os report to ST

PL to circulate topic paper list to members who will produce topic papers

PL to confirm policy development areas to ST

#### **8. Items for the next meeting**

- \* Review of written evidence/topic papers
- \* Review of draft policies

#### **9. Date of the next meeting**

TBC depending on the availability of the planning consultant.