**Present: -** Councillor A Thomas, Councillor M Thomas, Councillor G Burton, Councillor Andrew Lowe,

J Mawdsley, G Banks, F Hayward, D Parkes, D Gluck and the Clerk.

**117. APOLOGIES –** None

**118. DECLARATIONS OF INTEREST** - None

1. **MINUTES OF THE LAST MEETING AND MATTERS ARISING –** The minutes from the steering group meeting held on 18th July 2018 were approved as a true record.

 **Youth Survey –** Freya and Georgia have drafted some more questions to be asked about the type of club’s youths want to see in the Parish. **Action:** David will review these and provide comments. When finalised, Freya and Georgia can do the survey through the school again.

**Housing** – Avis met with the Rural Housing Enabler at SDC. They are not able to help with the housing needs survey, so it will be done by the group. Jacqui asked if questions about what residents want for the two pieces of small green space at the Airbase could be included, but it was decided that this should be a separate survey. The completed surveys can be delivered to the shop in the village and Jacqui’s house at the Airbase. **Action –** David Gluck to circulate the draft survey for comment.

Daniel has provided the information on the number of completions and permissions. **Action:** Avis to send this to David Gluck.

**Heritage** – A Historical Environmental Appraisal has been requested from SDC. **Action:** Avis to chase.

It was agreed not to purchase the historical map yet until it is known what will be included in the environmental appraisal. Clerk has requested to join the PSMA but has not heard back. Clerk to Chase.

**Flooding –** The information on historical events has yet to be requested. **Action:** Avis to request.

**Business and Industry –** Jacqui has provided the outstanding information.

**Countryside –** Avis has emailed Walton Parish Council for information about putting a cycleway in. **Action**: Avis to follow-up

1. **RIGHTS OF WAY –** The maps were not available, so this item was deferred until the next meeting**. Actions-** David Gluck to bring a 1:25 map and Gary to ask Councillor Rachel Glynn to print an A2 size map from the NYCC definitive map of the public rights of way.
2. **WEBSITE** - **Action:** Clerk to check that all the steering group meeting minutes and agendas are on the website
3. **DRAFT PLAN –** David Gluck will circulate the draft plan and policies to group members next week group members to respond with anything they think is missing. The draft plan will now go to SDC in October.

 Also need to consider whether to include a policy on community led housing. These are not in many Neighbourhood Plans yet and no specific policy has been written about it but would specify that it would be Parish Council led, with community support and they must be financially viable, with any benefits going back to the community. It is possible to specify sites, but this is not advised as it is very difficult to do because it requires a call for site and consultation process to be completed. **Action:** David Gluck will include a suggested draft policy with those circulated next week. Avis is attending a Rural Housing Conference on 16th October so will get more information there.

1. **COMMUNITY ASSESTS –** It has been suggested that some community facilities are registered as Asset of Community Value, which would need to be nominated by the Parish Council. **Action:** Andrew to look at completing the form for the village assets and Jacqui to complete for the sports field at the Airbase. Clerk to put this on the agenda for the next Parish Council meeting.
2. **DATE OF NEXT MEETING –** The next meeting will be held at 7pm on Thursday 25th October. Community Green spaces is to be included on the agenda.