

**Orleton and Richards Castle**  
**Neighbourhood Development Plan Steering Group:**

Notes from a meeting at Orleton Village Hall,  
7.00 pm Thursday 4 February 2016

1. **To note the attendance** at the meeting
  - a) **Members:** Richard Jack; Mike Saunders; David English; Richard Hewitt, Secretary/Treasurer; and Peter Owen. Peter Owen agreed to chair the meeting.
  - b) **Apologies** for absence: David Small, Chairman; Pauline Betteridge and Elizabeth Moran.
  - c) **In attendance:** Bill Bloxsome, Data Orchard and three members of the public.
2. **Declarations of interest by members.** None.
3. To receive the **notes** of the meeting of 13 January 2016. The notes of the meeting were agreed unanimously.
4. **Correspondence.** A member of the public has requested land at Orleton is considered for development. This request, alongside similar written requests and completed Call for Land forms will be reviewed at the next steering group meeting.
5. **Quotation for HBRC data.** The steering group ratified the purchase of the HBRC data. There was no discount for limiting the focus to the areas highlighted by the Ordnance Survey maps in the draft neighbourhood plan.
6. **To receive reports from sub-groups meeting following the last meeting (if any)**  
(The order of the reports will be determined in the meeting)  
Bill Bloxsome said the meeting with David Small went well, and the outcome of the discussions is included in the updated draft of the neighbourhood plan circulated at the end of January 2016.
7. **Review draft neighbourhood development plan (Data Orchard draft), and agree actions required to complete first draft.**  
The latest draft of the neighbourhood plan was reviewed in detail. Mike Saunders and David English will confirm all the land highlighted for development at Richards Castle is 'achievable'. The completed call for land forms will be provided to Data Orchard to include in an appendix.
8. **Communications and website**  
Access to the Google Drive repository of documents to be obtained. [Documents are believed to be on a Google Drive rather than Dropbox as recorded in the notes of 13 January 2016.]
9. **Matters for the next meeting**  
Review updated draft of the neighbourhood plan.
10. **Date of next meeting(s)/ Close meeting.** The next meeting will be at 7pm, 29 February 2016 at Richards Castle Village Hall (subject to availability of the hall). The meeting closed at 9.05pm.