DOWNHAM MARKET NEIGHBOURHOOD PLAN STRATEGY GROUP
NOTES OF MEETING HELD THURSDAY 22nd OCTOBER 2020 AT 14:00

This was held as a Zoom video telephony meeting.

	Present: Strategy Group Chair Cllr E Hendry Cllr J Westrop, Mrs J Davy, Mr A Davy and Mr R Warden Senior Administrator Ms C Dornan	**ACTION**
1	**To receive Members' apologies for absence** Apologies were received from Cllr Lightfoot and Mr Loveday. Cllr Lawson, Pickering and Cllr Woodmin were not present.	
2	**To receive Members' declarations of interest** There were no declarations of interest.	
3	**To approve the notes of the meeting held on Tuesday 20th October 2020** Proposer Mr A Davy Seconder Mr R Warden 'The notes of the meeting held on Tuesday 20th October 2020 are agreed as a true and accurate record.' All in favour	
4	**To continue to discuss and agree a response to the Planning Reform White Paper consultation** The final draft was reviewed and minor amendments were made to grammar and punctuation. This is to be circulated to all Town Councillors as a matter of courtesy, giving them the opportunity to provide their input by 9am on Monday 26 October 2020. It is noted that this is not a statutory consultation and is being submitted by the Neighbourhood Plan Strategy Group and not the Town Council as a whole.	
7	**To agree next meeting** Thursday 29 October 2020 at 10am to continue preparation of the Neighbourhood Plan focusing on Housing and the Design Statement. The Chair has requested that 'Membership of the Strategy Group' be placed on the agenda.	
	Meeting closed: 15:28	
	SIGNED **DATE**	