



Kingston must retain its character as a Living country village

Minutes of the meeting of the Neighbourhood Plan Task Group (NPTG) held by Zoom on 15 June 2021.

1. In attendance; apologies and declarations of interest.

Present: Alan Coleman-Smith; Dick Dalley; Don Kelly; Rae Wallin. There were no apologies and no new declarations of interest.

2. Minutes of previous meeting.

These were agreed as a correct record.

3. Matters arising.

3.3 Newsletter article sent to David Carter by Don and published.

4. Finance. No change – the cost of printing the 12 copies of the Made Plan is quoted as £95.

5. Review actions from KPC meeting.

KPC Action	NPTG action	Outcome
1. NPTG should not be stood down before KPC's June meeting as at that meeting KPC wishes to hear that NPTG has completed all the tasks it has agreed to do (so I suggest NPTG should go ahead with its scheduled meeting on Thursday 10 June at 10am).	Now moved to Tuesday 15 th June	Complete
2. Once NPTG has agreed with Duncan/SHDC the absolute final NP (with "Referendum Version" removed - in which case does a sentence need to be included in that Plan reporting both the Referendum result and the SHDC decision to make the Plan) KPC would like to use some of the Groundwork Grant to get John Hardy to print a fresh 12 prints of that final NP to be retained by KPC for the future	AC-S) Duncan email sent 21/5, update 7/6 re Foreword – confirmed ok on 7/6 and will put on SHDC website AC-S) amend Plan document for KPC and Plan websites AC-S) Ask JH to print - done	Complete Complete Complete – will be ready 16/6
3. Alan should please maintain the Plan website and email until 28 November 2021 but they should be allowed to lapse on that date	AC-S) Leave website	Noted

4. Alan should please use his direct access rights to the KPC website to replicate on it all Plan related documents from the Plan website as NPTG think appropriate. Alan does not need to consult with Merv	AC-S) Plan page completed, links are to Plan website.	Complete
5. Alan should please download everything on the Plan website to a DVD which will be kept for the future by the KPC Clerk, Sue Green	AC-S) folder ready to create DVD after 15/6 meeting reviews the content.	Complete
6. Alan should please replace links in the Plan to the Plan website with links to KPC's website	AC-S) Will do before the website closes – all linked docs are on the DVD	Pending
7. NPTG should report to KPC as to what documentation etc has been deleted by the date of KPC's June meeting eg it is expected that all original answers to questionnaires etc or consultations will have been deleted	AC-S / RW / DK / RD have destroyed the following: Original questionnaire answer forms, Reg 14 consultation original responses.	Complete
8. what KPC says about NP in the Newsletter next week may depend on NPTG's article for the same Newsletter (NPTG's article is due on Saturday to David Carter and should be copied to Susannah Grant)	Sent by DK	Complete
9. the required annual monitoring of the Plan should be addressed in the Annual Report on planning matters that is given at the Annual Parish Assembly Meeting	KPC action	Noted
10. the required full review of the Plan by 20 May 2026 should be commenced by KPC appointing a Review team in January 2025	KPC action	Noted

6. Any other business - none

7. Date of next meeting - this was the final meeting of the Kingston Neighbourhood Plan Task Group!
