

- NP17/19 1. **Chair’s opening remarks:** Jane Lang welcomed all to the meeting. She noted that the Group’s revised Terms of Reference had been approved by the Town Council, and were thus now in force.
- NP18/19 2. **Attendance Register**  
**Present:**  
Jane Lang (Chair), David Ainslie, Sharon Aumais, David Casewell, Christine Edwards, Peter Rees, Richard Reeve, Mark Shaw, Tony Streeter, Pat Taylor, Howard Thompson, Janet Thompson, Cornelius Vincent-Enright. Also Locum Clerk Peter Leppard.  
**Apologies for Absence:** Edward Baines, Liz Clarke, Kath Gilbert, Chris Merricks, Margaret Simpson, Ron Simpson, Phil Wignell.
- NP19/19 3. **Declarations of Members’ Interests:** Nil
- NP20/19 4. **To confirm previous minutes of the Neighbourhood Plan Advisory Group:**  
**Resolution:** Proposed by Peter Rees, seconded by David Casewell and resolved unanimously that the minutes of 18 July 2019 be confirmed.
- NP21/19 5. **An opportunity for the public to speak:** The 1 person present not a member of the Group did not wish to speak.
- NP22/19 6. **Next steps towards creating the revised Neighbourhood Plan**
- It was agreed to create 4 working groups as follows (any NPAG member not present on 15 August is welcome to volunteer to also join these groups):  
Housing: D Ainslie, C Edwards, R Reeve, M Shaw, C Vincent-Enright  
Local Economy: D Ainslie, J Lang, P Rees, M Shaw, P Taylor, C Vincent-Enright  
Transport: D Casewell, H Thompson  
Community Facilities, Services & Open Spaces: S Aumais, D Casewell, P Rees, P Taylor, J Thompson, C Vincent-Enright
  - Each group will meet to decide its lead contact person, and to develop a report on its topic for September’s NPAG meeting as to (i) the current position, (ii) where Uppingham should be aiming to get to, (iii) how to achieve that, (iv) what the threats and opportunities are, (v) what evidence will need to be obtained and (vi) what funding its activities will need.
  - Jane Lang also tasked each working group to ask itself why it thinks the overall Neighbourhood Plan is important and what objectives it wants this revision of it to achieve.
  - It was agreed that being ready to launch a public consultation in January 2020 is likely to be the most realistic target.
  - It was noted that a useful Neighbourhood Plan template can be found via <https://www.local.gov.uk/search/all/neighbourhood+smaller+template>
  - The Clerk will (i) research possible Plan ‘writers’ who might offer professional support, (ii) start to prepare a grant application to Locality and (iii) clarify with RCC the housing target the Group should be working to, in light of the current position with the proposed St George’s development.
- NP23/19 7. **Membership of this Advisory Group**  
The Clerk tabled a proposed revised membership list, reflecting inputs he had received from members since the previous meeting. This was accepted with minor amendments, and is attached to these minutes.  
It was agreed that Jane Lang and Janet Thompson will take steps to ensure all other relevant Uppingham groups know that they are invited to become members of the Group if they wish.

Meeting closed at 8.45pm.

