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1	PROJECT PLAN FOR ROECLIFFE & WESTWICK NEIGHBOURHOOD PLAN	U U
2	PROJECT PLAIN FOR ROECLIFFE & WEST WICK NEIGHBOURHOOD PLAIN	
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_	Task Name	Notes
H	Scope aims for neighbourhood plan-decide whether producing a N.P. is the right tool	Notes
	Discuss intentions with the local planning authority  Decision to go ahead with N.P.	
	Publicise intention to produce a N.P. within the the area, identify & contact key local	M.D. Dood Doordall promised his support and 4 Clire and 5 residents
	partners	M.D. Reed Boardall promised his support, and 4 Cllrs and 5 residents offered to serve on N.P. Team to be led by Cllr Dave Siswick
	Attend symposium on subject of Neighbourhood Plans	offered to serve off N.P. really to be led by Cill Dave Siswick
	Open Bank Account	
-	Put together Vision Statement	
	Produce web site for Roecliffe	
14	Produce web site for Roecilite	
	Define neighbourhood area	
	Further meeting to see Gill Ritchie at HBC to discuss N.P. Area	
	Identify the neighbourhood area to which the N.P. will relate	
	Prepare formal neighbourhood area appl;ication	
	Submit details of the proposed neighbourhood area to the Local Planning Authority	
	for designation	
	Formal publicity on neighbourhood area application	Statutory publicity (organised by Janet Entwistle at HBC
	HBC issue their decision notice (MILESTONE)	Statutory publicity (organised by Janet Entwistle at HBC
	Contact Locality for Grant Support	
	Open Green Spaces	Dave Sioswick has submitted docs to HBC and we await JE feedback
25	Open Green Spaces	Dave Sloswick has submitted does to fibe and we await it recuback
	Define Neighbourhood Forum	
	Discuss at N.P. team meeting	
	Form a prospective neighbourhood forum to lead preparation of the N.P.	Parish Council is the obviopus choice
	designation	Turisti courteir is the obviopus triolec
	Submit details of the proposed neighbourhood forum to HBC for designation	
	HBC approval of the Parish Council being the designated Neighbourhood Forum	
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	Community Engagement and Involvement	
34	Council newspapers	
35	HBC and other local newspapers	
36	Develop Questionnaire to find out what residents likes and dis-likes are?	Decided to use Survey Monkey for e-mail users, otherwise print version
37		First edition rejected and formulated second with guidance from HBC
	Considerr having questions for children at the school	
	Distribute Questionnaire to residents	
	Distribute Vision Statent and info on a Neighbourhood Plan to business and stake-holders	
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_	Building the evidence Base	
_	Evaluate results of the Residents Questionnaire	
44	HBC Local Development Plans and strategies	

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15	Consult our Conservation Study for Roecliffe conducted by HBC in Dec 2008	U
	Identify trees with TPOs and places of Scientific Interests	
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	Writing the Neighbourhood Plan	
	Identify key issues/themes for the plan to address	
	Meet local Planning Authority to identify strategic local policies	
	Develop clear aims for the Neighbourhood Plans	
	Write planning policies and guidance	
	Identify any projects or proposals for the neighbourhood area	
	Consider allocation specific sites for different types of development	
	consider anocation specific sites for different types of development	
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	Submitting the Plan	
	Undertake pre-submission consultation	Formal 6 week consultation and publicity on the draft plan organised by HBC
	Amend plan if necessary	Formal 6 week consultation and publicity on the draft plan organised by fibe
	Prepare a consultation statement	
	Prepare supporting statement on how the plan meets the basic conditions	
60	Submit the proposed N.P. to HBC	
	Participate in the independent examination	
	HBC receives examiner's report	
	HBC considers examiner's recommendations and a decision is taken	
72	TIDE CONSIDERS Examined 3 recommendations and a decision is taken	
_	Referendum	
	HBC organise referendum (including publicising the referendum	
	Preparation for referendum	
	Referendum takes place	
77	neterettaant takes piace	
	Formal making of the Plan	
	If referendum is successful HBC formally make the plan	
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