



Date: 2022 July 18

Present: Keith Armour, Helen Armour, Caroline Heron, Charlotte Lincoln, Jane Holliday, Mel Perry

Apologies: Judith Foster

Beneath is a summary of the discussion points with agreed actions following brief meeting:

1. **Design Guide:**
 1. Sites that are not being taken forwards in the process need to be removed from the Design Guide. Request of Aecom **ACTION KA**
2. **Green Spaces:**
 1. The communication to owners of potential Green Spaces was approved
 2. Jane to manage communication to Green Space landowners by end of month
 3. Response date agreed to be August 22nd
3. **Village Communications and Website:**
 1. Mel to be custodian of website. We need to assess exactly what needs to be uploaded to support village communications
 2. As a Parish Council website is not available this needs to be raised with the PC.
Action CL.

5. **Next meeting** : August 11th, 7:30pm, 4 Crabsgrove, Whitchurch