

Present: Leon Wolverson; John Sutherland Hawes; Tim Coleman; Astrid Mick; Louis LaGoutte; Erika Lyons; Jules Hudson, Ray Christopher.

Apologies: Laura Norris, David Richards

Three members of the public also attended.

The minutes of the previous meeting held on 17th September 2015 were agreed. There were no declarations of interest.

1. Leon **updated** everyone on further progress with the plan and current issues.
2. Leon reported on a meeting with the County Council Archaeology Dept. where the issue of the **Eaton Hill fort**. The Archaeology Dept. have supplied a map showing an exclusion zone around the Ancient Monument and a covering letter indicating that development is not acceptable to them within this zone.
3. Call for Sites: this will be implemented through display of a notice on all noticeboards and suitable sites throughout the parish. The notice will also be published in Hereford Times, Tracking News and Eaton Bishop Village Website. Deadline for the initial response will be **30 November 2015**. A completed Site Submission Form is required by 31st December 2015. Kirkwells will assess the sites according to an assessment template; the steering group will have no influence on this other than to provide factual information. Results of the assessment by Kirkwells (with criteria of assessment) will be presented at another Parish Consultation at the Village Hall in the New Year.
4. The draft plan version from Kirkwells was discussed briefly and Leon asked all members of the steering group to look in particular at the key planning issues (page 11) of the draft and to make comments/add other issues as soon as possible. Submission of text for other parts of the draft were also asked for.
5. Any other business: Erika Lyons had a question about non-corporate housing perhaps retirement housing, which Leon will explore and report back to the group.

The meeting closed at 19:30 for the PC Meeting to commence.