

# **Stratfield Mortimer Parish Council**

## **Minutes of the Neighbourhood Plan Steering Group Meeting held at Methodist Church Hall, Mortimer on Tuesday 15 September 2026 19:30**

### **Steering Group Attendees**

Tenant Barber (TB); Graham Bridgman (GB); Bob Coe (BobC), Doug Overett – Meeting Chair (DO), Jayne Todd (JT) and Sallyann Taylor (ST – Minute Taker)

### **Members of the public**

Cllr Scot Wightman from Mortimer West End Parish Council was in attendance

### **1. Apologies**

Joanne Emberson-Wines

### **2. Declarations of Interest**

No declarations of interest were made.

### **3. Approval of Minutes of Last Meeting**

The minutes of the meetings held on 18 August 2026 were approved without amendment.

### **4. Neighbourhood Plan updates**

DO reported that the new Neighbourhood Plan had been approved at the SMPC Council meeting on 10 September with some minor changes. GB presented those changes to the group. It was also agreed to add some supportive text for policy CCR2.

BobC will send the final Neighbourhood Plan to Bell Cornwell to confirm that it complies with the revised National Planning Policy Framework. Any necessary amendments can then be made before Regulation 16.

***Actions: GB, BobC***

### **5. Regulation 14 tasks and timescale**

DO went through the Regulation 14 communication plan: -

- The Mortimer Neighbourhood Plan website and Evidence Base are being updated by ST. ST will ask the website provider to create additional buttons on the homepage of the Neighbourhood Plan website.
- ST has created the online consultation form with the assistance of Cllr D Backhouse. A number of changes were discussed and agreed.
- Social Media - Once the final messaging and posters have been agreed, they will be uploaded to the Parish Council, Neighbourhood Plan and MVP Facebook pages.
- DO has prepared a script for the MVP newsletter and the poster/leaflet material.
- Publicity for the Regulation 14 consultation will include an A5 flyer, noticeboards and a banner.
- Direct mail and invitations to participate in the Regulation 14 consultation were also discussed. It was agreed that emails would be sent to members of the public using the SMPC mailing list, as well as to local businesses, community groups and associations, encouraging them to take part in the consultation.

- The statutory consultees for the Regulation 14 consultation are being checked to ensure that all relevant organisations are included.
- The Regulation 14 public consultation will run for six weeks, from 12 October to 22 November 2026. Publicity for the consultation will commence from 1 October 2026.
- The Neighbourhood Plan Regulation 14 public consultation will also be promoted at the Mortimer Village Market on 18 October 2026.

***Actions: DO, ST***

## **6. Budget**

BobC reported that the currently available budget of £2,890 (with some funding reserved from that for advertising the consultation) should be sufficient for the work that remains. This would equate to around 9-12 hours of consultancy support.

## **7. AOB**

Cllr Wightman reported that Mortimer West End Parish Council was considering preparing a Neighbourhood Plan and had sought advice from the Steering Group. A discussion was held.

## **Close**

Meeting ended 21:04

Next meeting 17-11-2026 at 19:30 at Methodist Church Hall.