

GNOSALL NEIGHBOURHOOD PLAN TRACKER - SEPT 2014 UPDATE					
Task	Comments	NPWG	SBC	Status	Date
Apply for designation of NP Area (Parish)	GPC (legal "Qualifying Body")	N/A			Jul-13
NP Area approved	Approved by SBC	N/A	Approval		Sep-13
Neighbourhood Plan programme	Initial programme and tracker spreadsheet	JC			Ongoing
Meeting Minutes and Agenda		JC			Ongoing
Working Group Terms of Reference		JR			Sep-13
Logo		JR/CE			Oct-13
Reviews of other Neighbourhood Plans and legal cases	As published	JR			Ongoing
GPC website NP updates		JM			Ongoing
Plan Bulletin template		JR			Oct-13
Position Statement		JR			Oct-13
Gnosall community levy note		JR			Oct-13
GPN articles	As per publication deadlines	JR/JC			Ongoing
Initial Survey questionnaire drafting		All			Dec-13
Survey distribution		All			Jan-14
Survey results spreadsheet		TL			Feb-14
Survey results data input		JC/JM/JR/PA			Mar-May '14
Initial Survey findings analysis		KA			Jun-July '14
Mail list from survey forms contact details		JM			In progress
Plan Framework		JR			Feb-14
Consultants search and tender invitation		JR			Mar-14
Consultants proposals analysis		JR			Apr-14
Consultant selection and appointment		Parish Council			Apr-14
Grant funding bid	Up to £7K available. Applied 01.07.14, awarded 04.07.14	JC			Received 31.07.14
Questionnaire Survey Feedback Report	Published	HL			Jul-14
NP Public Presentation - progress, issues, next steps, comments?		JR/KA/HL			16.10.14
Baseline data collation and report	Most on SBC and national databases	HL	Data source		Oct-14
Plan and Policy Options document	Flows from Survey findings	HL/JR			Oct-14
Consultation on Policy Options document	6 weeks?				Nov-14
Natural & Cultural history report	Optional	MC			Dec-14
Topic Papers	If necessary				
Call for sites (housing/employment/recreation)	Decision to progress 03.09.14. SBC Sites exercise only relates to housing.	JC to arrange publicity	sites data from 2013 SHLAA		Sept-Nov '14
Call for sites response analysis					Nov-Dec '14
Potential sites data collation	Existing SHLAA housing sites data from SBC website plus any new sites from NP area	RG/KA			In progress
Draft Plan preparation	Site allocations optional				Dec-Feb '15
Pre-submission Draft Plan consultation (6 weeks)	Legal requirement. Includes statutory consultees as well as local consultation	X	Advice on consultees		Feb-Mar '15
Consultation response analysis	May lead to Plan amendments	All			Apr-15
Plan amendments	If necessary	HL			May-15
Consultation Statement	Legal requirement	HL			Jun-15
Sustainability appraisal(?)	If necessary. Liaise with SBC				Jun-15
Strategic Environmental Assessment (SEA)	If necessary. Liaise with SBC				Jun-15
"Basic Conditions" report	Legal requirement	HL/JR			Jun-15
Plan submission with supporting documents	Submission to SBC	JC			Jul-15
Plan passes to SBC					
Public consultation on Plan Proposal (6 weeks)			SBC		TBA
Submission for Examination			SBC		TBA
Examination		Input	Examiner		TBA
Examiner's report and recommendation			Examiner		TBA
Possible plan modifications?		X	X		
Re-consultation?		X	X		
Referendum			SBC		TBA
Public Notice of Plan Decision	Plan "Made" - plan in force		SBC		TBA

Key	
NPWG	Neighbourhood Plan Working Group
SBC	Stafford Borough Council
GPC	Gnosall Parish Council
JC	Jayne Cooper (GPC Clerk)
JM	Jamie McLaren (GPC Asst Clerk)
RG	Roger Greatrex (GPC)
JR	Jeff Rhodes (WG Chairman, local resident)
TL	Tim Lewington (local resident)
KA	Keith Abbot (WG Deputy Chairman, GPC)
SG	Sue Green (GPC)
MC	Mike Corfield (local resident)
CE	Chris Emsley (local resident)
MD	Mike Deegan (GPC)
MB	Mary Booth (as of July '14) (GPC)
HL	Hugh Lufton (support consultant)