1. **Welcomes and Apologies**  
   **Neighbourhood Advisory Group**  
   Paul Cawley-Rock (PR) joint chairman  
   Hazel Cundick (HC)  
   Gerry Pool (GP)  
   Your Locale representative – Gary Kirk  
   Chris Everard  
   Debbie Morgan (Parish Council/resident)  
   Mr Kelsey (resident)  
   Becci (resident)  
   Steve Cawsor (resident)

2. **Apologies**  
   Patrick Cawley – Rock (PR) Joint chairman  
   Samm Emmett (SE)  
   Ruth Bones (Clerk to Leire Parish Council)

3. **Declaration of Interest**  
   There were no declarations made by the committee members at this meeting.

4. **Minutes of meeting held on 6th November 2019**  
   **Accuracy** – Minutes agreed and signed off.

   Matters Arising – Gary to discuss further funding later in meeting.

5. **Local, National funding updates:**  
   Gary informed the group of further funding available from Locality. Deadline is end of Jan 2020. This will be explored further by Gerry and Ruth.

6. **Draft NP update**  
   Basic condition statement: Gary to complete.  
   Consultation statement: Advisory group to complete
Parish council website: Needs to be updated with minutes/plan/leaflets etc.

Gary went briefly through each section of the draft plan highlighting areas that needed altering/updating. These included:

- brief history section to be completed,
- Local consultation arrangements added on p11
- Tightening up of section on affordable housing.
- Explore altering the 'area of separation' size.

6. Theme Group Updates:

Any updates were included in agenda item 5.

7. Next Steps:

Complete housing assessment work.

Draft plan to continue to be updated and finalised.

Open event to share draft plan to be organised. Comments to be sought from villagers

8. A.O.B.

None raised.

9. Date of next meeting:

TBC Thursday 5th March 2020 @ 7.00pm. Leire village hall

Next open event: April/May 2020