

# Ecchinswell, Sydmonton and Bishops Green Parish Council Neighbourhood Plan Review Steering Group.

Meeting 11<sup>th</sup> February 2026 at 6.30pm at Bishops Green Village Hall

Present: Cllr Mark Stamp  
John Dain  
Nicholas Steedman  
Cllr Kathy Sadler (part)

Sarah Jones (PC clerk)

Apologies: Cllr Paul Debenham  
Maggie Heath  
Mike Taylor  
Audrey Paterson

1. Feedback from meeting with the BDBC officer as to their expectations for a NP update:
  - ESG PC and BDBC had a meeting on the morning of 10<sup>th</sup> February and all confirmed they were happy to proceed with the Neighbourhood Plan Review.
  - The housing allocation for Bishops Green was confirmed as 0
  - Terms of reference need to be produced.
  - If there is a site allocation there will need to be another call for sites and referendum that will need to be funded.
  - Localities website is closing in March and needs to be downloaded. **Action: JD**

The Steering Group currently consists of Cllr Debenham (Chair), Cllr Stamp, Cllr Sadler, John Dain, Nicholas Steerman, Maggie Heath, Mike Taylor (Environment) and Audrey Paterson but numerous of these people have caveated that they do not have lots of time to give.

Burghclere Parish Council completed their review in 12 months but did not have an additional call for sites. Burghclere PC will be contacted for any help they can provide. **Action: SJ**

The next step is setting timelines, and getting legally set up with terms of reference, scope of work etc. **Action: ALL, MS to start process**

Information also needs to be sent to the public to ensure they are interested and know what is happening.

2. Discussion about choice of any consultants  
The Steering Group discussed professional help. This will not be used for the community consultation but mainly used to review the updates of the policies to ensure they will survive examination. The Policy reviews will be down to the Steering Group. JD advised the best course of action is to draft what the Steering Group believe to be what is required and ask the consultants to check. Their role will be mainly advisory.  
The consultants to be approached are:  
ET Planning  
Chris Paterson  
PlanET

**Action: MS and NS will draft a Scope of Work and Terms of Reference.**

3. NS has already produced a document which the Steering Group can refer to; this should be circulated to all members. **Action: NS**  
This will ensure all members of the group start from the same point and can move forward on the same basis. If useful, the document can be moved forward with a larger scope.

There being nothing further to discuss, the meeting closed at 7.22pm.