

Hemswell Cliff Parish Council

Neighbourhood Plan Committee

Minutes of the Neighbourhood Plan Committee meeting held on 20 February 2017 in the room of requirement at Hemswell Cliff Primary School.

Present: Councillor Kirman, Councillor Hann, Bethan Clayton (Chair), Mark Hurd, Connie Hurd, Ruth Smiles and Tom Clay (Clerk)

In Attendance: Janet Clark from Community Lincs, West Lindsey Council Officers Shayleen Towns and Dan Evans

| Minute Number | Item or Decision |
|---|---|
| <u>Procedural items – items not requiring written notice</u> | |
| 31/1617NP | Declarations of interest No declarations were made. |
| 32/1617NP | Approval of the Minutes for the Meeting Held on 23 January 2017 Vicki Kirman proposed that the minutes be accepted as a true and proper record of the meeting, Ruth Smiles seconded, and the minutes were approved. |
| 33/1617NP | Public Questions No members of the public were present. |
| <u>Business Items – matters requiring written notification</u> | |
| 34/1617NP | External Expert Advice Resolved: The item is to be deferred until the March 2017 meeting after the Committee has had a chance to meet with those giving quotes. Dan said that he would arrange for a meeting with Open Source before the 10 March 2017. Bethan Clayton and Will Hann indicated they were free to meet Open Source, but the meeting would be open for all to attend. |
| 35/1617NP | Consultation Event – 13 March 2017 Janet Clark was in attendance and gave a brief overview of how she and Community Lincs could support the event. In summary, she could provide boards, flyers, maps, information and attendance sheets. Shay indicated that an officer from West Lindsey District Council would be present at the event to discuss the Food Enterprise Zone. Resolved: Tom Clay is to send Janet Clark information about the surveys as soon as possible. Tom Clay was also asked to confirm the |

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| | opening times and access arrangements with the school. |
| 36/1617NP | <p>Business Consultation</p> <p>Shay confirmed that she had made business aware about the ongoing consultation and the event on 13 March.</p> <p>Janet Clark suggested phone interviews might be an option.</p> <p>Resolved: The Committee would review what actions are required for consulting with businesses after the event on 13 March. Tom Clay is to send Vicki information about which businesses have filled out the consultation.</p> |
| <u>Next Committee Meeting – items not requiring written notice</u> | |
| 37/1617NP | <p>Items for Inclusion on the Next Committee Meeting Agenda</p> <p>The following items will appear on the next Committee meeting agenda:</p> <ul style="list-style-type: none"> • Vision project returns • Feedback from the 13 March consultation event • Decision about external expert advice |
| 38/1617NP | <p>Date and Time of Next Meeting</p> <p>The Neighbourhood Planning Committee confirmed the date and time of the next meeting as Monday 20 March 2017 at 7pm in the room of requirement at Hemswell Cliff Primary School.</p> |

Meeting started 7:05pm and closed 8:30pm

Document published on 13 March 2017

Signed:

Print Name:

Date:

Minutes Verification. Signature: Date: