

Hemswell Cliff Parish Council

Neighbourhood Plan Committee

Minutes of the Neighbourhood Plan Committee meeting held on Monday 22 May 2017 in the room of requirement at Hemswell Cliff Primary School.

Present: Councillor Kirman (Clerk), Councillor Hann (Chair), Mark Hurd, Connie Hurd, Ruth Smiles.

In Attendance: Open Plan representatives

Apologies: Bethan Clayton

Minute Number	Item or Decision
<u>Procedural items – items not requiring written notice</u>	
1/1718N	<p>Election of a Chairman Councillor Hann proposed, seconded by Mark Hurd, that Bethan Clayton be elected as Chairman of the Committee.</p> <p>Resolved: The proposal was passed unanimously and Bethan Clayton was elected as Chairman of the Committee for the 2017/18 municipal year.</p>
2/1718N	<p>Election of a Vice-Chairman Councillor Kirman proposed, seconded by Connie Hurd, that Councillor Will Hann be elected as Chairman of the Committee.</p> <p>Resolved: The proposal was passed unanimously and Councillor Will Hann was elected as Vice-Chairman of the Committee for the 2017/18 municipal year.</p>
3/1718N	<p>Declarations of interest No declarations were made.</p>
4/1718N	<p>Approval of the Minutes for the Meeting Held on 24 April 2017 Councillor Kirman proposed that the minutes be accepted as a true and proper record of the meeting, Councillor Hann seconded, and the minutes were approved.</p>
5/1718N	<p>Public Questions No members of the public were present.</p>
<u>Business Items – matters requiring written notification</u>	
6/1718N	<p>Open Plan The Committee discussed the development of the neighbourhood plan</p>

	<p>with the representatives of Open Plan who said they would:</p> <ul style="list-style-type: none"> • Help to move the neighbourhood plan forward; • Advise on content, providing an investiture; • Support development, and; • Create a scoping report and draft plan following consultation. <p>The specifically suggested that the Committee needs to establish its identity by engaging with the community and that it was important to document every interaction, providing evidence to support the plan.</p> <p>The Committee thanked Connie Hurd for all her hard work at the Big Lunch.</p> <p>Resolved: The Committee will look at ways with communicating and engaging with the community. It will look to engage with people at events, such as, the Big Lunch, RAF Hemswell Day, slimming clubs, etc.</p> <p>The Committee will also look at ways of reengaging with the business community.</p>
7/1718N	<p>Action Plan Resolved: The Action Plan will continue to be reviewed with more work done to increase community engagement.</p>
<u>Next Committee Meeting – items not requiring written notice</u>	
8/1718N	<p>Items for Inclusion on the Next Committee Meeting Agenda The following items will appear on the next Committee meeting agenda:</p> <ul style="list-style-type: none"> • Identify community groups to engage with • Decide how best to engage with the community and raise the profile of the neighbourhood plan
9/1718N	<p>Date and Time of Next Meeting The Neighbourhood Planning Committee confirmed the date and time of the next meeting as Monday 19 June 2017, starting at 7pm.</p> <p>The Committee also confirmed the following provisional meeting dates for the 2017-18 municipal year:</p> <ul style="list-style-type: none"> • 24 July 2017 • 18 September 2017 • 16 October 2017 • 20 November 2017 • 15 January 2018 • 19 February 2018 • 19 March 2018 • 16 April 2018

	All the provisional meetings are expected to start at 7pm and will take place in the Room of Requirement at Hemswell Cliff Primary School.
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Meeting started 7pm and closed 8:35pm

Document published on Monday 12 June 2017

Signed:

Print Name:

Date:

Minutes Verification. Signature: Date: