

Hemswell Cliff Parish Council

Neighbourhood Plan Committee

Minutes of the Neighbourhood Plan Committee meeting held on 17 October 2016 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: West Lindsey Council Officers Shayleen Towns and Dan Evans

Minute Number	Item or Decision
<u>Procedural items – items not requiring written notice</u>	
9/1617NP	Declarations of interest No declarations were made.
10/1617NP	Approval of the Minutes for the Meeting Held on 26 September 2016 Connie Hurd proposed that the minutes be accepted as a true and proper record of the meeting, Councillor Hann seconded, and the minutes were approved.
11/1617NP	Public Questions No members of the public were present.
<u>Business Items – matters requiring written notification</u>	
12/1617NP	Revised Work Plan Resolved: The plan was accepted with minor adjustments to the dates of certain activities. A latest version of the plan will be circulated by the Clerk at the next meeting.
13/1617NP	Survey An informal meeting was held on 10 October 2016 to allow members time to review the options and survey styles open to them. Resolved: A ‘residents’ A3 folded survey will be designed by the Clerk. It is hoped that it will be printed and delivered in early November. A business survey with a letter will also be created and delivered in mid-November. Specific details around the survey questions will be decided over email.
<u>Next Committee Meeting – items not requiring written notice</u>	
14/1617NP	Items for Inclusion on the Next Committee Meeting Agenda

	<p>The following items will appear on the next Committee meeting agenda:</p> <ul style="list-style-type: none"> • Initial Survey Results • Consultation Meeting Details
<p>15/1617NP</p>	<p>Date and Time of Next Meeting The Neighbourhood Planning Committee confirmed the date and time of the next meeting as Monday 21 November 2016 at 7pm in the room of requirement at Hemswell Cliff Primary School.</p>

Meeting started 7:30pm and closed 9:20pm

Published on 14 November 2016

Signed:

Print Name:

Date: