

Hemswell Cliff Parish Council

Neighbourhood Plan Committee

Minutes of the Neighbourhood Plan Committee meeting held on Monday 21 October 2019 in the room of requirement at Hemswell Cliff Primary School.

Present: Cllr Hann, Cllr Kirman and C Hurd (Chairman) and M Hurd.

Parish Clerk – Helen Reek

In attendance: Steve Kemp, Open Plan

0 members of the public

Minute Number	Item or Decision
<u>Procedural items – items not requiring written notice</u>	
37/1920N	<p>Apologies</p> <p>Apologies for absence were received from Shay Towns.</p>
38/1920N	<p>Declarations of Interest</p> <p>None.</p>
39/1920N	<p>Public Questions</p> <p>None.</p>
40/1920N	<p>Approval of the Minutes for the Meeting Held on Monday 16 September 2019</p> <p style="text-align: center;">RESOLVED:</p> <p>That the minutes be approved as a true and accurate record.</p>
<u>Business Items – matters requiring written notification</u>	
41/1920N	<p>Call for Sites Assessment Report</p> <p>The Committee had considered the draft AECOM report on the Call for Sites Assessment and considered it was a good report and had no comments to make. The Clerk was asked to feedback to AECOM and thank them for the report and allowing us to respond after the</p>

Minutes Verification. Signature: Date:

	<p>initial deadline. AECOM would be sending the report to Localities this Wednesday.</p> <p>West Lindsey District Council (WLDC) had been sent a copy of the report and had responded. It was agreed that Steve Kemp would draft a response to the comments and possibly arrange a meeting to discuss in more detail. He would circulate a draft response to the Committee next week.</p> <p>It was also agreed to ask WLDC when they could carry out a screening for the Strategic Environmental Assessment.</p> <p>SK advised the Committee that a further consultation would need to be carried out with the community on the outcome of the Call for Sites. CH would speak to the Head teacher of the school to consider holding an evening event in November.</p>
42/1920N	<p>Masterplan and Neighbourhood Plan</p> <p>Steve Kemp (SK), Cllr Hann, Connie and Mark had met with officers from WLDC on 10 October to discuss the links between the Neighbourhood Plan and Masterplan. There was a discussion about possible future uses for the Sergeants' Mess.</p>
43/1920N	<p>Progress with outstanding actions</p> <p>The Clerk gave an update on the grant applications. The grant for the Housing Needs Assessment had been submitted and contact had been made with AECOM from Open Plan and the Clerk. A decision on whether the bid was successful would be received this week. A bid for £8,000 additional grant funding had been submitted.</p> <p>The Committee confirmed that the invoice from Open Plan totalling £1,848.24 plus £369.65 VAT was to be paid.</p> <p>SK would send the Committee the latest version of the Gantt chart. It was still on target to produce the draft Plan by the end of March. However, following discussion some form of skeleton plan would be available in January 2020. The Committee would also need to consider holding a formal public consultation on the draft Plan.</p> <p>VK was producing the Green Space Assessment and asked for photographs from MH.</p> <p>The Neighbourhood Profile work had been completed.</p>

44/1920N	<p>Items to post on the Parish Council website and the Trent-Cliff Gazette</p> <p>Connie Hurd would provide an update for the Trent-Cliff Gazette that an event would be held in November.</p>
<u>Next Committee Meeting – Items not requiring written notice</u>	
45/1920N	<p>Items for Inclusion on the Next Committee Meeting Agenda</p> <p>The Committee agreed to keep the above standard items on the next agenda.</p>
46/1920N	<p>Date and Time of Next Meeting</p> <p>The next meeting to be held on for Monday 18 November 2019 at 7pm in the Room of Requirement, Hemswell Cliff Primary School.</p>

Meeting started 7.00pm and closed at 7.50pm

Document published on

Signed:

Print Name:

Date:

Minutes Verification. Signature: Date: