

Hemswell Cliff Parish Council

Neighbourhood Plan Committee

Minutes of the Neighbourhood Plan Committee meeting held on Monday 13 January 2020 in the room of requirement at Hemswell Cliff Primary School.

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

Parish Clerk – Helen Reek

0 members of the public

| Minute Number | Item or Decision |
|---|---|
| <u>Procedural items – items not requiring written notice</u> | |
| 47/1920N | <p>Apologies</p> <p>Apologies for absence were received from Cllr Vicki Kirman.</p> |
| 48/1920N | <p>Declarations of Interest</p> <p>None.</p> |
| 49/1920N | <p>Public Questions</p> <p>None.</p> |
| 50/1920N | <p>Approval of the Minutes for the Meeting Held on Monday 21 October 2019</p> <p style="text-align: center;">RESOLVED:</p> <p>That the minutes be approved as a true and accurate record except for Minute 46 where the next scheduled date was 13 not 18 November 2019 (Note: this meeting was cancelled).</p> |
| <u>Business Items – matters requiring written notification</u> | |
| 51/1920N | <p>Neighbourhood Plan Spend to date</p> <p>The Clerk reported that a further invoice had been paid to Open Plan totalling £3,600 plus VAT. A revised list of tasks had been produced for Open Plan to reflect changes to the project plan.</p> |

| | |
|---|---|
| | <p>As a result, the Clerk had produced an End of Grant Report for the first tranche of funding received in July 2019 totalling £4,950. This had been submitted to Localities. It was hoped that this would result in the release of the remaining technical grant in order to complete the Plan in this financial year.</p> |
| 52/1920N | <p>Progress with outstanding actions</p> <p>CH had produced a note on the Community Event held on 21 November 2019 which would be incorporated into the draft Plan. In summary, nine people attended and all were supportive of the proposed sites identified in the Call for Sites Assessment.</p> <p>The Housing Needs Assessment was underway. Open Plan had produced the Strategic Needs Assessment and Habitats Regulations Assessment Screening Report which had been submitted to West Lindsey District Council (WLDC). The Clerk was asked to find out if WLDC had responded. Open Plan recommended a full Strategic Needs Assessment but not the Habitats Regulations Assessment. The Clerk had applied to localities for AECOM to carry out the full Assessment. Contact had been made by AECOM and she would provide an update if we were successful.</p> <p>The Clerk was asked to type up the Green Space Assessment that had been drafted by Cllr Vicki Kirman.</p> <p>Open Plan had also produced a draft Plan.</p> |
| 53/1920N | <p>Draft Neighbourhood Plan</p> <p>The Committee considered the contents of the draft Plan. A number of comments were made which would be sent onto Open Plan. The only risk was the timescale for the Strategic Environment Assessment and how that could be incorporated into the Plan.</p> |
| 54/1920N | <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 the Plan would be completed this year.</p> |
| <u>Next Committee Meeting – Items not requiring written notice</u> | |
| 55/1920N | <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> |

| | |
|-----------------|--|
| 56/1920N | Date and Time of Next Meeting The next meeting to be held on for Monday 17 February 2020 at 7pm in the Room of Requirement, Hemswell Cliff Primary School. |
|-----------------|--|

Meeting started 7.00pm and closed at 8.10pm

Document published on

Signed:

Print Name:

Date:

Minutes Verification. Signature: Date: