

# Hemswell Cliff Parish Council

## Neighbourhood Plan Committee

**Minutes of the Neighbourhood Plan Committee meeting held on Monday 17 February 2020 in the room of requirement at Hemswell Cliff Primary School.**

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

Parish Clerk – Helen Reek

Steve Kemp – Open Plan

0 members of the public

Minute Number	Item or Decision
<b><u>Procedural items – items not requiring written notice</u></b>	
<b>57/1920N</b>	<b>Apologies</b>  None.
<b>58/1920N</b>	<b>Declarations of Interest</b>  None.
<b>59/1920N</b>	<b>Public Questions</b>  None.
<b>60/1920N</b>	<b>Approval of the Minutes for the Meeting Held on Monday 6 January 2020</b>  <p style="text-align: center;"><b>RESOLVED:</b></p> That the minutes be approved as a true and accurate record.
<b><u>Business Items – matters requiring written notification</u></b>	
<b>61/1920N</b>	<b>Neighbourhood Plan Spend to date</b>  The Clerk reported that the End of Grant report for the remainder of the basic grant had been submitted. Confirmation had been received that the final part of the technical grant had been approved and this

	<p>was subject to due diligence checks. The final grant was to carry out a Design Code.</p> <p>All grant funding must be spent in this financial year so it was important that all the activities had been completed that were grant funded.</p>
<b>62/1920N</b>	<p><b>Progress with outstanding actions</b></p> <p>The Green Space Assessment had been completed and sent to Open Plan.</p> <p>AECOM was carrying out the Housing Needs Assessment and had changed the consultant who was carrying out the work. The Clerk would find out timescales for completion.</p> <p>Open Plan had consulted with the statutory bodies with the draft Strategic Environment Assessment (SEA) and a full SEA would be required. The Clerk would contact AECOM.</p>
<b>63/1920N</b>	<p><b>Carbon Management</b></p> <p>Following discussion, the Committee agreed that it was too late to fully consider and incorporate carbon management actions/targets in the Plan. Open Plan would incorporate carbon management into the Design Code and make reference to it within the draft Plan. The Clerk would check whether WLDC had declared a climate change emergency as other Lincolnshire Districts had done so.</p>
<b>64/1920N</b>	<p><b>Draft Neighbourhood Plan</b></p> <p>Open Plan has continued developing the draft Plan. Following discussion, it was agreed that a Regulation 14 Plan would be ready by the end of March without the inclusion of the Strategic Needs Assessment. This would match with the grant funding. The Committee would consider the draft Plan at the next meeting.</p> <p>It was agreed that a further community event would be held in April to consult on the draft Plan. Other engagement would also take place and be considered at the next meeting.</p>
<b>65/1920N</b>	<p><b>Items to post on the Parish Council website and the Trent-Cliff Gazette</b></p> <p>Connie Hurd would provide an update for the Trent-Cliff Gazette that the draft Plan would soon be available and a community engagement event would be held in Spring. She would also include some information from Cllr Prestwood about a part time inspection post for the Parish Council.</p>

<b><u>Next Committee Meeting – Items not requiring written notice</u></b>	
<b>66/1920N</b>	<p><b>Items for Inclusion on the Next Committee Meeting Agenda</b></p> <p>The Committee agreed to keep the above standard items on the next agenda including the draft plan and community engagement.</p>
<b>67/1920N</b>	<p><b>Date and Time of Next Meeting</b></p> <p>The next meeting to be held on for Monday 16 March 2020 at 7pm in the Room of Requirement, Hemswell Cliff Primary School.</p>

**Meeting started 7.00pm and closed at 7.45pm**

Document published on

**Signed:** .....

**Print Name:** .....

**Date:** .....

Minutes Verification. Signature: ..... Date: .....