

Hemswell Cliff Parish Council

Neighbourhood Plan Committee

Minutes of the Neighbourhood Plan Committee meeting held on Monday 16 March 2020 in the room of requirement at Hemswell Cliff Primary School.

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

Parish Clerk – Helen Reek

Steve Kemp – Open Plan

0 members of the public

Minute Number	Item or Decision
<u>Procedural items – items not requiring written notice</u>	
68/1920N	<p>Apologies</p> <p>Apologies for absence were received from Cllr Kirman.</p>
69/1920N	<p>Declarations of Interest</p> <p>None.</p>
70/1920N	<p>Public Questions</p> <p>None.</p>
71/1920N	<p>Approval of the Minutes for the Meeting Held on Monday 17 February 2020</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>	
72/1920N	<p>Neighbourhood Plan Spend to date</p> <p>The Clerk reported that the End of Grant report for the remainder of the basic grant had been approved by Groundwork. An End of Grant report for £4,050 received from the technical grant in November would now be submitted, following approval from a change of grant</p>

	<p>form to Groundwork. The remaining grant recently received of £3,150 was allocated to the Design Code and would be spent by the end of the financial year. A further End of Grant form would need to be completed.</p> <p>Open Plan would still provide support for finalising the Plan once the Strategic Environment Assessment was completed.</p>
73/1920N	<p>Progress with outstanding actions</p> <p>AECOM had begun work on the Strategic Environment Assessment. There was no indication at present on the timescales.</p> <p>AECOM had issued a draft Housing Needs Assessment which was considered at the meeting. A number of comments were made and the Clerk would submit them largely relating to clarification of social housing as it was believed there wasn't any. The Clerk would send out an email setting out deadline for any further comments.</p> <p>It was agreed not to hold a community engagement event in Spring because of the need for social isolation. Instead the draft Plan would be made available via the website, social media and targeted emails to businesses and other interested individuals and organisations.</p>
74/1920N	<p>Draft Neighbourhood Plan</p> <p>Open Plan continued to work on the draft Plan. The Housing Needs Assessment would be incorporated into the Plan and would also form one of the supporting documents. The draft would be made available in April and then updated once the Strategic Environment Assessment was completed. This would then become the Regulation 14 Plan which would be subject to a formal consultation period.</p>
75/1920N	<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 draft Plan would soon be available.</p>
<u>Next Committee Meeting – Items not requiring written notice</u>	
76/1920N	<p>Items for Inclusion on the Next Committee Meeting Agenda</p> <p>No further meetings have been scheduled with all matters to be dealt with via email.</p>

77/1920N	Date and Time of Next Meeting A meeting would be arranged during the summer to agree the Regulation 14 Plan and the Strategic Environment Assessment. There were no further activities that required a meeting.
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Meeting started 7.00pm and closed at 8.03pm

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Signed:

Print Name:

Date: