

Hemswell Cliff Parish Council

Neighbourhood Plan Committee

Minutes of the Neighbourhood Plan Committee meeting held on 26 September 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: District Councillor Steve England and West Lindsey Council Officer Dan Evans

Apologies: Mel Brackenbury, Enid Shaw, Shay Towns and Luke Brown

Minute Number	Item or Decision
<u>Procedural items – items not requiring written notice</u>	
1/1617NP	Election of Committee Chairman Resolved: Bethan Clayton was unanimously elected to the position of Chairman of the Committee. Bethan will be in place until the Parish Council Annual Meeting in May 2016 after which time a further election will have to take place.
2/1617NP	Declarations of interest No declarations were made.
3/1617NP	Notes of Meeting Held on 22 August 2016 Resolved: The Committee noted the notes of the informal meeting.
4/1617NP	Public Questions No members of the public were present.
<u>Business Items – matters requiring written notification</u>	
5/1617NP	Dates and Times of Future Meetings Resolved: The Committee will next meet on Monday 17 October 2016 on the rising of the Ball Park Committee, starting at approximately 7:30pm. It was further resolved that provisionally the Committee will meet on the third Monday of every month after the Monday 17 October 2016.
6/1617NP	Programme of Work Resolved: The Committee will adopt the example timeline supplied by WLDC and review it at the next meeting.

	Members further resolved to start work on a survey. Dan Evans said he would forward an example survey which the Clerk could forward to the Chair who would discuss the matter further with a wider group of residents and interested parties.
7/1617NP	Consultation Reports Resolved: Members would continue to read the reports and use the evidence to assist in the formulation of a new survey.
<u>Next Committee Meeting – items not requiring written notice</u>	
8/1617NP	Items for Inclusion on the Next Committee Meeting Agenda The following items will appear on the next Committee meeting agenda: <ul style="list-style-type: none"> • Survey – determine the questions and design • Revised Work Plan – the committee will approve the new work plan

Meeting started 7:02pm and closed 8:20pm

Published on 10 October 2016

Signed:

Print Name:

Date: