Three Parishes Neighbourhood Plan Steering Group Meeting Wednesday 28th April 2021

Starting at 7.30 pm and held at virtually in line with Government restrictions on public meeting during the Coronavirus pandemic.

Present:

Representatives of the Three Parishes:

Adderley – Paul Nash and Marius Coulon

Moreton Say – Geoff Turner and Peta Smith

Norton in Hales – Ian Sadler and Peter Eardley

Jane Evans – Clerk to the Steering Group

1. **Welcome, Apologies and Introductions**

Paul Nash led the meeting, in the absence of Dave Shaw, and welcomed everyone to the virtual meeting. Apologies were received from Dave and Ken Greetham, who had messaged Jane to say that he was delayed but hoped to join the meeting later if it was still going on.

1. **Notes from the last meeting:** Prior to the meeting Jane had circulated the notes from the last meeting in March. There were only two action points and these were dealt with.
2. **Review of the Steering Group Membership**

Paul explained that, as with any longer-term project, the membership of this group had fluctuated with some people only staying for part of the process. Paul went on to say how pleased he was with the contributions that everyone made and that we are now on the last leg.

When the group was formed it was stated that to be quorate there needed to be two representatives from each Parish Council and this may be problem for decision making if for any reason the ones that are left couldn’t attend the meetings so if a couple more people could be recruited this would help. Peter advised that they had three new Councillors in Norton in Hales and he would speak to them and Peta suggested bringing this matter up at the next Parish Council meeting.

Action: To try and recruit a couple more people to the Steering Group.

1. **Review of Quotes from aPT and SRCC and the Locality Grant Application**

Geoff explained the quote from aPT for £6,800, which included some optional attendance of meetings, and £1,282 from SRCC. The group agreed to both these quotes totalling £8,082.

Geoff went on to add that this afternoon he had received an email from Renee, of SRCC, to advise that after she had reviewed all the amounts the group had paid so far against the work that she had done and there was an amount of £317 still owing. It was agreed that this amount be added to the amounts of the quotes, and also a further additional meeting, and this total should be requested in the grant application. Geoff reminded the meeting that although this was a little bit short of the maximum amount available the group could apply for the residual in the future should it be required.

Action: Geoff to submit the grant application to Locality and Paul to speak to aPT and SRCC to confirm agreement to their quotes.

1. **Non-land Use Comments from the Survey**

Jane explained that as all the comments received from the recent survey needed to be reviewed, she suggested that the non-land use comments be passed on to each individual Parish Council to take forward. The group agreed with this suggestion and will report back once these comments have been reviewed in Councils.

Action: For each Parish Council to review their comments from the survey

1. **Future Steering Group Meetings format**

Paul advised the meeting that he had spoken earlier today to Dave Shaw who feels that: in the zoom format the role of the Chairman is a bit redundant; he thinks we work really well as a group; and also he has recently become more involved with climate change. For all these reasons he does not think that his presence is required any more. Paul had asked him if he would mind still being on the mailing list, having a look at the Regulation 14 document once it was drawn up and generally being in reserve if required in the future and Dave had agreed to all these requests.

Paul also explained to the meeting that although Parish Councils were legally going to have to return to face-to-face meetings in May this was not the case with this group so it was up to the members what format future meetings took. After some discussion it was agreed that the next meeting, which will essentially be a catch-up and progress report, will be held via zoom but the meeting after that will probably be face-to-face.

1. **Any Other Business**

There was no other business.

1. **Date of next meeting** It was agreed to have the next meeting on 2nd June.

Action: Jane to email group members about this nearer the time.