Three Parishes Neighbourhood Plan Steering Group Meeting 10th December 2018

held at Adderley Village Hall, 8.00 pm

Present:

Representatives of the Three Parishes:

Adderley – Paul Nash, Keith Mycock, Marius Coulon, Louise Dowley and Ken Greetham

Moreton Say – Chris Dutton and Geoff Turner

Norton in Hales – Penny Tresadarn and Ian Sadler

Dave Shaw – Independent Chair and Jane Evans - Clerk to Adderley and Moreton Say Parish Council

1. Welcome, Apologies and Introductions:

Apologies were received from Lucy Dowley, Melanie Joyce, Peter Eardley, John Cole and Paul Wynn.

1. Notes from the Last Meeting on Thursday 21st November:

Prior to the meeting these notes had been circulated to all steering group members. The actions from these notes were reviewed and had either been completed or were on the agenda to be taken further.

1. Report from meeting with SRCC and apT:

Paul reported on the meeting between members of the Steering Group, Renee from SRCC and representatives of apT which took place 5th December at Adderley Village Hall:

*After introductions the representatives from each Parish described their area, population, features etc and also the reasons for wanting to undertake this joint Neighbourhood Plan. Renee then went through a draft schedule of works to detailing who would be doing what and explained how the complimentary skills of apT and SRCC would be benefit the project. Costings were also discussed based on the Expressions of Interest already received and also the optional work was explained. After discussing some amended Renee agreed to re-draft this document ahead of the Steering Group meeting on 10th December.*

Prior to this steering group meeting Paul had used the re-draft schedule of work to prepare a Neighbourhood Plan Task and Time Estimate schedule which the Steering Group reviewed along with a Neighbourhood Plan Cost Summary – a copy of both these documents will be retained with these notes.

Paul proposed that the Steering Group agreed the schedule of work as set out by SRCC, Marius seconded this and all agreed.

Paul also proposed to committing to £8,159 costs in relation to the work undertaken by SRCC and apT, Geoff seconded this and all agreed.

After discussion it was decided that the way forward would be for one representative from each parish to meet with Renee to develop a communications plan including dates for future events. Each parish’s representative will contact Jane who will co-ordinate with Renee for this meeting to take place as soon into the New Year as possible.

Action: Reps to liaise with Jane who will co-ordinate meeting

1. Any Other Business:

Jane had just received a draft copy of the contract between SRCC/apT and the Steering Group which she will forward to all members of the steering group, but after a quick look over the Steering Group agreed to this in principle, If, after reviewing this, anyone has any queries they are to contact Jane who will liaise with SRCC regarding this contract.

Action: Jane liaise with SRCC re contract

1. Date of next meeting:

Full N Plan Steering Group meeting Thursday 17th January at Clive Hall, Moreton Say starting at 7.30 pm

Action: Jane to book Moreton Say Clive Hall.