

MINUTES OF THE NEIGHBOURHOOD PLAN MEETING IN SMALL HALL,

MONDAY, 11 June 2018

PRESENT: Stuart Thomson, Vivien Riddle Eric Benton, Linda Hiscott, , Caroline Brady-Watts, Paul Buckley, Mark Brooks

APOLOGIES: Mary Koukkoullis, Chris Ashby, Dave Stone, Jerry Parker Hilary Ashby Avril Moon.Roger Hopkins

- 1 Minutes of the last meeting were approved. Copies of the minutes to be sent to the Parish Council. **Action PB**

- 2 Appointments
 1. Linda Hiscott elected as Chair
 2. Paul Buckley elected as temporary Secretary
 3. Eric Benton elected as Monitor
 4. Vivian Riddle elected as Events Co-Ordinator with assistance from Caroline Brady-Watts
 5. Mark Brooks to manage Social Media Issues

Vivian was thanked for her excellent work as Chair of the Sub Group to date and proving the impetus and enthusiasm to get the group established and motivated.

- 3 Securing Planning Advice

It was agreed that the group would first develop the Project Plan and then review the areas where it was felt additional expertise was required. **Action LH**

In the meanwhile EB would contact Bromham and Thurleigh PCs to identify what action they considered necessary . **Action EB**

- 4 Community Engagement Strategy

EB displayed the basis of a CE Strategy,

The basis was accepted with an understanding that the Project Plan would clearly demonstrate which elements were appropriate and would be incorporated. **Action ALL**

- 5 Development Plan

LB would review the draft Project Plan for circulation prior to the next meeting. **Action LH**

- 6 Data Protection

Noted that the Group was a sub group of the PC and as such this group must adhere to the Data Protection Policy set up by the PC.

All those persons who had provided contact details through previous meetings /open days would be informed that their data would be held securely by the group and used for the purposes of consultation for the Neighbourhood Plan only.

The PC Policy was available for inspection on line.

VR to contact every person accordingly. VR would remain the only holder of the contacts.

Action VR

Members of this Sub Group must also agree to their contact details being held and made available to all fellow members for the purposes of the Group.

Action ALL

- 8 MB and VR to consider appropriate arrangements for setting up email addresses within the PC structure to enable emails to be received by this Group centrally and not to individuals.

Action MB VR

- 9 Date of next meeting
July 9 at 07.30 in the small hall.

ALL

- 10 Meeting closed at 20.45

Signed 9 July 2018

Linda Hiscott Chair