

MINUTES OF THE NEIGHBOURHOOD PLANNING MEETING IN SMALL HALL,

MONDAY, 19TH MARCH 2018

APOLOGIES: Mary K, Roger Mant, Dave Stone, Barry Waldock, Hilary Ashby

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

It was decided that as so few had responded to the e-mail asking for names to be added in support of our letter to the Borough Council with regard to the Local Plan 2035 with regard to Wilstead, Vivien would send out another e-mail informing people that as they had previously stated their support, their names would be added unless they e-mailed Vivien objecting to having their name added to the list by Sunday, March 25th 2018.

Action VR

Linda advised that it was essential that this Group – a sub group of the Parish council was legally structured with stated terms of reference and project plan approved by the PC if the outcome was to be accepted by the Planning Authority. This is a requirement also if we are to apply for external funding.

There is a requirement also for all minutes to be recorded and submitted to the Parish Council.

Linda undertook to research appropriate terms of reference and to circulate by email a draft to all members with the draft to be amended if necessary and then submitted to the

to the Parish Council for their next meeting on 16th April 2018

Action LH then All

Vivien to print out all copies of minutes of meetings for submitting to the Parish Council as part of this process

Action VR

We have been made aware that it is vital that we keep the Parish Council informed in all progress, this has been done by Eric. In future all minutes will be submitted to the Parish Council after each meeting

Eric is going to look into planning groups /individuals that could assist us in various stages if funding is secured. Local planners would be preferred as they should be aware of local planning policies.

Action EB

Mark reported two people responded to the Facebook page asking for secretarial help with the Neighbourhood Plan. One has since turned us down as although it was made clear from the beginning that it was a voluntary role she was expecting remuneration. The second person was prepared to run the Facebook page but Mark is going to approach her to see if she will take on all secretarial responsibility.

Mark to update the Facebook page when Vivien passes him copies of minutes.

Action MB

Jerry suggested that a paragraph be added to the Homewatch magazine to keep the village informed of our progress. Eric to write a paragraph for the Homewatch magazine by Friday 23rd March 2018.

Action EB

It was decided that the next meeting would be **Monday, 23rd April** following the Parish Council meeting on the 16th April. Meetings would then be held on each Monday following a Council Meeting. VR to make a block booking of the small Hall accordingly. Eric confirmed the Parish council had funds available for these costs.

The Meeting closed at 9.00