

RUDDINGTON PARISH COUNCIL

Minutes Neighbourhood Plan Project Team meeting

Held at Elms Park on Monday 20th November 2017 at 7.30 p.m.

Membership

Mrs Y Lishman - Chairman
M Pinks – Secretary
P Reedman – Project Manager
Mike Ader
Tom Anderson
Helen Beal
Jennifer Boniface
Tom Flint
Cath Haywood
Joanna Jagiello
Peter Johnson Marshall
Sarah Robertson
Johnathan Smith
Gavin Walker
Ian Wilson

Persons absent are marked 'A'

Persons representing the Parish Council on other business are marked 'O'

Also in Attendance

C Dorans

Parish Clerk

4 members of the public

NP. 17/11/01 Apologies for Absence

None

NP. 17/11/02 Election of Chairman

Resolved that: Mrs Y Lishman was elected as Chairman

NP. 17/11/03 Election of Secretary

Resolved that: M Pinks was elected at Secretary

NP. 17/11/04 Election of Project Manager

Resolved that: P Reedman was elected as Project Manager

NP. 17/11/05 Declaration of Member's Interests and Dispensations for non-participation

None declared

NP. 17/11/06 Motion for Adjournment

YL

Action

PCO =
Parish
Council
Office

No members of the public wished to speak

Committee in Session

NP. 17/11/07 Terms of Reference

Some minor changes to the wording for clarity and to bring the terms of reference into line with the Council's Standing Orders in terms of the agenda issuing were suggested. Mark Pinks to make amendments prior to The Clerk submitting them to Parish Council for approval.

It was confirmed that Data Protection & Freedom of Information responsibilities are the responsibility of the Parish Council and that as the Project Team is a subcommittee of the Parish Council it will be unable to apply for grants or funding as a non-statutory body.

MP
PCO

NP. 17/11/08 Summary of Progress

The Project Manager delivered a verbal report on the progress made culminating in the appointment of the Project Team. The individual team members introduced themselves to the rest of the team at this point.

NP. 17/11/09 Consultation

After discussion it was agreed that The Clerk would send the Team members The Locality Neighbourhood Plan Roadmap and Radcliffe Parish Councils' Neighbourhood Plan and arrange for the Rural Community Action Nottinghamshire (RCAN) to give a Neighbourhood Plan presentation to enable the Project Team to make decisions regarding how to proceed.

PCO

NP. 17/11/10 The Neighbourhood Plan Contents

Gavin Walker was to produce a list of approximately 20 topics the Neighbourhood Plan could contain. It would be circulated to the Project Team with each Team member choosing 10 items prior to the next meeting to see where the areas of common ground lay.

GW

NP. 17/11/11 Neighbourhood Plan Production

This item was deferred to a future meeting

NP. 17/11/12 Media Strategy

Resolved that: Joanna Jagiello to be added as an admin of the Facebook page. Mark Pinks to set up a Twitter page. Tom Anderson to investigate & The Clerk be delegated to authorise payment for a domain & mailboxes for the Project Team. The Clerk to arrange for a Neighbourhood Plan page on the Parish Council website initially. Gavin Walker to suggest

PR
MP
TA
PCO
GW

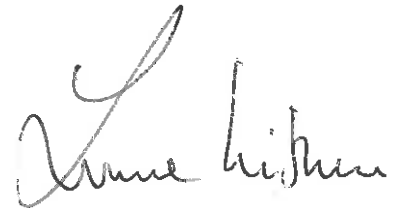
a suitable logo.
NP. 17/11/13 Budget/Funding

Mark Pinks to investigate how much was spent by Radcliffe, Keyworth & East Leake on producing a Neighbourhood Plan and to get a breakdown and number of years it took if possible.

MP
PCO

Resolved that: A provisional budget of £20,000 expenditure be submitted to Parish Council providing that this was roughly in line with other Parish Councils' expenditure. The Clerk be given delegated responsibility to amend this figure upward if necessary.

Date of Next Meeting: 6th December 2017 7.30pm Elms Park
Meeting closed at 9.16pm



Committee Chairman