

RUDDINGTON PARISH COUNCIL

Minutes of the Neighbourhood Plan Project Team meeting
Held at Elms Park on Wednesday 6th December 2017 at 7.30 p.m.

PCO =
Parish
Council
Office

Membership

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

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

Also in Attendance

John King Planning Policy Officer, Rushcliffe Borough Council

NP. 17/12/01 Apologies for Absence

Apologies for absence were received from Cath Haywood, Jonathan Smith and Gavin Walker.

NP. 17/12/02 Declaration of Member's Interests and Dispensations for non-participation

None declared.

NP. 17/12/03 Minutes

The minutes of the meeting held on 20th November 2017, having previously been circulated, were confirmed as a correct record and signed by the Chairman.

NP. 17/12/04 Neighbourhood Plan Presentation by RCAN

A representative of the Rural Community Action Nottinghamshire (RCAN) spoke about the Neighbourhood Plan process, and its related service offerings.

NP. 17/12/05 Project Team Questions to RCAN

The Project Team asked questions, and the representative offered to email an RCAN Neighbourhood Plan presentation to the group. Mr King offered to email the Campaign to Protect Rural England (CPRE) Guide to Neighbourhood Planning to the group.

NP. 17/12/06 Motion for Adjournment

No members of the public were present to speak.

Committee in Session

NP. 17/12/07 Terms of Reference

The Project Team formally adopted the Terms of Reference.

NP. 17/12/08 Action List Update

An update on actions resulting from recommendations had previously been circulated.

The Project Team noted this information.

NP. 17/12/09 Neighbourhood Plan Contents

A range of topics were discussed, including the proposal of a consultation event to ascertain the aims and objectives of the Plan, the possibility of utilising the Village Plan, preparation of a Vision Statement, and forming focus groups comprised of various community sectors such as schools, businesses and the elderly. It was noted that the current window for the application of Neighbourhood Planning Grants from Locality expires on 31st January 2018.

Resolved that:

1. An 'Engagement' focus group to be formed, comprising of Mike Ader, Sarah Robertson, Mark Pinks, Helen Beal, Jonathan Smith and Joanna Jagiello (tentative), to formulate a proposal on how to consult residents about the areas the Plan should concentrate on. Gavin Walker to be invited to join this group.
2. A 'Consultation' to be formed, comprising of Jennifer Boniface, Joanna Jagiello, Tim Flint and Paul Reedman, to draft a Statement of Scope to submit to potential consultants, submit the Statement of Scope to a selection of consultancies, and secure three quotes before the next Project Team meeting.
3. A 'Marketing' focus group to be formed, comprising of Joanna Jagiello,

MA, SR,
MP, HB,
JS, JJ,
GW

JB, JJ,
TF, PR

JJ, YL,
SR, JB,

Yvonne Lishman, Sarah Robertson, Jennifer Boniface and Tom Anderson, to discuss marketing strategy and logo. Gavin Walker to be invited to join this group.

TA

NP. 17/12/10 Next Steps

Setting up and payment for a Ruddington Neighbourhood Plan website was discussed. A selection of logo ideas was presented.

Resolved that:

1. Paul Reedman to clarify how the Parish Council Office should pay for the website, and liaise with Tom Anderson.
2. Paul Reedman to ask the Parish Council Office to add a Neighbourhood Plan page to the Parish Council website.
3. The Engagement focus group will meet on 12th December 2017 at 7.30pm at the Frame Breakers pub.
4. The Consultation focus group will meet on 13th December 2017 at 7.30pm at the Victoria Tavern pub.
5. The Marketing focus group will meet on 19th December 2017 at 7.30pm at the Ruddington Arms pub.

PR,
PCO, TA

PR, PCO

MA, SR,
MP, HB,
JS, JJ,
GW

JB, JJ,
TF, PR

JJ, YL,
SR, JB,
TA

Date of Next Meeting: 23rd January 2018 7.30pm St Peters Rooms
Meeting closed at 9.42pm



Committee Chairman

