

**RUDDINGTON  
PARISH COUNCIL**

St. Peter's Rooms, Church Street,  
Ruddington, Nottingham. NG11 6HA



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**Neighbourhood Plan Project Team Meeting**

**Date:** Tuesday 27<sup>th</sup> March 2018  
Commencing at 7:30pm.

**Venue:** St Peter's Rooms  
Church Street

You are requested to attend a meeting of the above Sub-Committee which is to be held at the time/place and on the date mentioned above for the purpose of transacting the business on the agenda below. The order of business may be changed.

**Please note: This meeting will be recorded.**

A handwritten signature in black ink, appearing to read 'S. Doran'.

Clerk to the Council

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**AGENDA**

1. Apologies for absence
2. Declarations of members' interests and dispensations from non-participation
3. To confirm the minutes of meeting held on 20<sup>th</sup> February 2018
4. MOTION FOR ADJOURNMENT - during the adjournment members of the public may make statements on agenda items
5. Action List Update (encl.-)
6. Meeting with Urban Imprint – Verbal report regarding the outcomes of the meeting with Urban Imprint on 26<sup>th</sup> March 2018
7. Update from Consultant Focus Group
8. To decide whether to agree to Consultant Focus Group Recommendation (if any)
9. Update from Marketing & Community Engagement Focus Group
10. To decide whether to agree to Marketing & Community Engagement Focus Group's recommendation (if any)
11. Annual Parish Meeting – To decide whether to do a presentation at the Annual Parish meeting for the public and the Parish Council
12. Question & Answer Sessions – To decide whether to have an additional adjournment to allow for questions and answers from the public

13. Livestreaming Meetings – To decide whether to livestream the Project Team Meetings

14. Grant Decisions – To make decisions on what the grant should be applied for

15. Date of Next Meeting

RUDDINGTON PARISH COUNCIL

PCO =  
Parish  
Council  
Office

**Minutes of the Neighbourhood Plan Project Team meeting**

Held at St Peter's Rooms on Tuesday 20<sup>th</sup> February 2018 at 7.30 p.m.

**Membership**

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

Persons absent are marked 'A'

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

Also in Attendance

Claire Dorans                      Parish Clerk  
1 member of the  
public

Paul Reedman was elected Chairman for the purpose of this meeting.

NP. 18/02/20 Apologies for Absence

Apologies for absence were received from Y Lishman, Tom Anderson,  
Joanna Jagiello & Ian Wilson

NP. 18/02/02 Declaration of Member's Interests and Dispensations for non-participation

None declared.

NP. 18/02/03 Minutes

The minutes of the meeting held on 23rd January 2018, having previously  
been circulated, were confirmed as a correct record and signed by the  
Chairman.

NP. 18/02/04 Motion for Adjournment

No members of the public wished to speak.

## **Committee in Session**

### NP. 18/02/05 Action List Update

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

The Project Team noted this information.

### NP. 18/02/06 Update from Consultant Focus Group

A brief overview was given as to the factors which influenced the recommendation of the consultant to select to assist with the Neighbourhood Plan.

### NP. 18/02/07 Recommendation from Consultant Focus Group

**Resolved that:** Urban Imprint was selected to assist with the development of the Neighbourhood Plan and the Consultant Focus Group members & the Clerk were to oversee and be the contact point/communication method for Urban Imprint/Project Team interactions.

### NP. 18/02/08 Update from Marketing & Community Engagement Focus Group

Website had not moved forward, focus group to meet to decide on the content management system prior to next Project Group Meeting. Minutes of meetings to be sent to Clerk

### NP. 18/02/09 Recommendation from Marketing & Community Engagement Focus Group

None

### NP. 18/02/10 Grant Application

No action to be taken.

Date of Next Meeting: 27th March 2018 7.30pm St Peters Rooms  
Meeting closed at 8.56pm

Committee Chairman