

**Minutes of the Neighbourhood Plan Project Team meeting**  
Held at St Peter's Rooms on Tuesday 27<sup>th</sup> March 2018 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	
A	Tom Flint	
	Cath Haywood	
A	Joanna Jagiello	
A	Peter Johnson Marshall	
	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

Claire Dorans                      Parish Clerk  
1 member of the  
public

NP. 18/03/01 Apologies for Absence

Apologies for absence were received from Tom Flint, Joanna Jagiello & Peter Johnson Marshall

NP. 18/03/02 Declaration of Member's Interests and Dispensations for non-participation

None declared.

NP. 18/03/03 Minutes

The minutes of the meeting held on 20th February 2018, having previously been circulated, were confirmed as a correct record and signed by the Chairman.

NP. 18/03/04 Motion for Adjournment

No members of the public wished to speak.

**Committee in Session**

NP. 18/03/05 Action List Update

None

NP. 18/03/06 Meeting with Urban Imprint

Meeting went very well. Was impressed that they had done their local research prior to the meeting. Urban Imprint were happy with the work on the questionnaire and the method and would be supporting the initial consultation days on the 5<sup>th</sup> & 9<sup>th</sup> June 2018.

NP. 18/03/07 Update from Consultant Focus Group

Had taken Urban Imprint to key points within Ruddington to enable them to get a feel for Ruddington and had pointed out further areas for them to visit in their vehicle. Was impressed with the background work the Urban Imprint had done to familiarise themselves with Ruddington and the issues faced.

NP. 18/03/08 Recommendation from Consultant Focus Group

None

NP. 18/03/09 Update from Marketing & Community Engagement Focus Group

The website was up and running, a request for photographs of the Project Team Members for the website was requested. A discussion regarding Parish Council policies in respect of social media and web site usage took place.

NP. 18/03/10 Recommendation from Marketing & Community Engagement Focus Group

None

NP. 18/03/11 Annual Parish Meeting

**Resolved that** a presentation regarding the Neighbourhood Plan and the upcoming consultation would be delivered at the Annual Parish Meeting on 17<sup>th</sup> April 2018.

NP. 18/03/12 Question & Answer Sessions

**Resolved that** an item will be included on the agenda to allow a 30 minute(maximum) Q&A Session.

NP. Livestreaming Meetings

**Resolved that** livestreaming meetings would not take place due to the slow wi-fi at St Peter's Rooms

NP. Grant Decisions

**Resolved that** the Consultant Focus Group would project manage the budget allocated by the Parish Council for the 18-19 financial year.

Date of Next Meeting: Tuesday 1<sup>st</sup> May & Thursday 24<sup>th</sup> May 2018 7.30pm  
St Peters Rooms  
Meeting closed at 9pm

Committee Chairman