

RUDDINGTON PARISH COUNCIL

Minutes of the Neighbourhood Plan Project Team meeting
Held at St Peter's Rooms on Tuesday 1st May 2018 at 7.30 p.m.

Membership

	P Reedman	Chairman & Project Manager
	M Pinks	Secretary
A	Mike Ader	
	Tom Anderson	
	Helen Beal	
	Jennifer Boniface	
	Tom Flint	
	Cath Haywood	
	Joanna Jagiello	
	Peter Johnson Marshall	
A	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

NP. 18/05/01 Election of Chairman

Paul Reedman was nominated by Mike Ader, Seconded by Jo Jagiello and elected unopposed as Chairman.

NP. 18/05/02 Apologies for Absence

Apologies for absence were received from Tom Anderson, Ian Wilson, Jonathan Smith. Tom Flint gave apologies in the event of his commute taking longer than expected.

NP. 18/05/03 Declaration of Member's Interests and Dispensations for non-participation

None declared.

NP. 18/05/04 Minutes

The minutes of the meeting held on 26th March 2018, having previously been circulated, were confirmed as a correct record and signed by the Chairman.

NP. 18/05/05 Motion for Adjournment

No members of the public wished to speak.

Ja

Action

PCO =
Parish
Council
Office

MCEFG =
Marketing &
Community
Engagement
Focus
Group

Committee in Session

NP. 18/05/06 Action List Update

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

The Project Team noted this information.

7.40pm Tom Flint joined the meeting at this point.

NP. 18/05/07 Update from Consultant Focus Group

A schedule had been requested from Urban Imprint to enable budget monitoring. Jennifer Boniface to produce chart to track progress.

JB

NP. 18/05/08 Grant Funding

Resolved that: The Clerk is given delegated responsibility to apply for the grant in stages as is necessary, reporting to the Consultant Focus Group at each stage in regards to how much has been applied for and when amounts have been approved by the funding body.

PCO

NP. 18/05/09 Update from Marketing & Community Engagement Focus Group

The consultation dates are 5th & 9th June 2018. The poster & leaflets were to be designed pro bono by True Story in Ruddington and were to be distributed by volunteers. The questionnaire was to be printed by the Parish Office prior to 19th May and would be available from agreed locations at the consultation events. 20 A4 posters would be printed by the Parish Office and displayed at agreed locations. Three quotes had been obtained for the printing of the leaflets, 2 x PVC banners & 2 x roller banners. The closing date for the consultation was to be 30th June 2018. Three quotes had been obtained for the printing work. A list of groups to focus on had yet to be produced.

MCEFG

The meeting was adjourned at 8.11pm and was reconvened at 8.14pm to allow the Clerk to answer a query from a PCSO

NP. 18/05/10 Recommendation from Marketing & Community Engagement Focus Group

Resolved that: Instant Print would be chosen to do the printing work at a maximum cost of £250.00

NP. 18/05/11 Social Media Policy

PJR

Resolved that the Social Media Policy was adopted.
NP. 18/05/12 Privacy Policy

Resolved that The policy would be adopted once it had been updated as per the points below:

1. Urban Imprint would be added to the policy as one of the organisations that information would be shared with under the 'Sharing of Personal Data' heading.
2. The Clerk would update Cllr Pinks as soon as the Parish Council's Privacy Notice was updated to enable him to update the Neighbourhood Plan Privacy Policy

NP. 18/05/13 Motion for Adjournment – Question & Answer Session

Martin Brownett requested a table at St Peter's Rooms for collating the leaflets for distribution. This was agreed.

Committee in Session

Date of Next Meetings: Thursday 24th May & 3rd July 2018 7.30pm St Peters Rooms
Meeting closed at 8.44pm



Committee Chairman

