

**RUDDINGTON
PARISH COUNCIL**

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



Neighbourhood Plan Project Team Meeting

Date: Tuesday 30th April 2019
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

AGENDA

1. Apologies for absence
2. Declarations of members' interests and dispensations from non-participation
3. To confirm the minutes of meeting held on 19th March 2019
4. MOTION FOR ADJOURNMENT - during the adjournment members of the public may make statements on agenda items
5. Action List Update (encl.-)
6. Design Guide – To advise of progress regarding the grant
7. Evidence Base Documents – To advise of progress regarding production of the Evidence Base Documents
8. 2nd Draft Neighbourhood Plan Policies – To discuss the policy wording or actions required
9. MOTION FOR ADJOURNMENT - Question & Answer Session (Maximum length 30mins)
10. Date of Next Meeting – TBC - Tuesday 4th June & 16th July 2019, 7.30pm, St Peter's Rooms available

RUDDINGTON PARISH COUNCIL

Minutes of the Neighbourhood Plan Project Team meeting

Held at St Peter's Rooms on Tuesday 19th March 2019 at 7.30 p.m.

Membership

| | | |
|---|------------------------|-------------------------------|
| | P Reedman | Chairman & Project Manager |
| A | M Pinks | Secretary |
| A | Mike Ader | |
| | Tom Anderson | |
| | Helen Beal | |
| A | Jennifer Boniface | |
| | Tom Flint | |
| | Martin Brownett | |
| A | Joanna Jagiello | |
| | Peter Johnson Marshall | |
| | Jonathan Smith | |
| A | 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

No members of
the public

NP. 19/03/01 Apologies for Absence

Apologies for absence were received from Mike Ader, Cllr Gavin Walker, Jo Jagiello, Cllr Ian Wilson, Jennifer Boniface & Cllr Mark Pinks

NP. 19/03/02 Declaration of Member's Interests and Dispensations for non-participation

None declared.

NP. 19/03/03 Minutes

The minutes of the meeting held on 12th February 2019, having previously been circulated, were confirmed as a correct record and signed by the Chairman.

Action

PCO =
Parish
Council
Office

DGFC =
design guide
focus group

NP. 19/03/04 Motion for Adjournment

No members of the public were present.

Committee in Session

NP. 19/03/05 Action List Update

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

The Project Team noted this information.

NP. 19/03/06 Design Guide

The quote for the production of a Design Guide with 2 walkovers for £6660.00 had been accepted by the Design Guide Team. The grant could not be applied for until the new financial year. UI would be aiming for carrying out the walkovers mid-May if the grant was approved.

PCO

NP. 19/03/07 Green Spaces

Peter Johnson Marshall updated the project team of their progress, Clerk to produce maps of the areas identified

PCO

NP. 19/03/08 Recommendations Report Meeting

The notes of the meeting had previously been circulated and were noted by the Project Team.

NP. 19/03/09 Next Steps

J Jagiello, Cllr G Walker, T Anderson, Cllr I Wilson, H Beal, J Boniface & J Smith were to work on The Village Centre & Design/Heritage Evidence Base Documents. P Johnson Marshall, T Flint, M Brownnett, Cllr M Pinks, M Ader & Cllr P Reedman were to work on the Transport/Access, Green Infrastructure & Community Evidence Base Documents.

Cllr P Reedman would contact UI and request any sample policies/documents they may have.

The meeting on 9th April 2019 to be changed to a workshop for both groups to be held at St Peter's Rooms.

PR

Date of Next Meeting: Tuesday 30th April 2019 7.30pm at St Peter's
Rooms
Meeting closed at 8.11pm

| Neighbourhood Plan Project Team Meeting Action List | | Agenda Item 5 Updated to 24th April 2019 |
|--|----------------------|--|
| <p><u>NP. 19/03/06 Design Guide</u></p> <p>The quote for the production of a Design Guide with 2 walkovers for £6660.00 had been accepted by the Design Guide Team. The grant could not be applied for until the new financial year. UI would be aiming for carrying out the walkovers mid-May if the grant was approved.</p> | | Grant program expected to re-open Mid-May |
| <p><u>NP. 19/03/07 Green Spaces</u></p> <p>Peter Johnson Marshall updated the project team of their progress, Clerk to produce maps of the areas identified</p> | PCO | Complete |
| <p><u>NP. 19/03/09 Next Steps</u></p> <p>J Jagiello, Cllr G Walker, T Anderson, Cllr I Wilson, H Beal, J Boniface & J Smith were to work on The Village Centre & Design/Heritage Evidence Base Documents. P Johnson Marshall, T Flint, M Brownnett, Cllr M Pinks, M Ader & Cllr P Reedman were to work on the Transport/Access, Green Infrastructure & Community Evidence Base Documents. Cllr P Reedman would contact UI and request any sample policies/documents they may have.</p> | <p>All</p> <p>PR</p> | <p>Progress to be reported at meeting on 30.4.19</p> <p>Complete</p> |

PCO = Parish Council Office
Community Engagement Focus Group

MA = Mike Ader
CFG = Consultants Focus Group

HB = Helen Beal

MCEFG = Marketing &
GW = Gavin Walker

TA = Tom Anderson

JB = Jennifer Boniface

TF = Tom Flint

PR = Paul Reedman

JJ = Joanna Jagiello

JS = Johnathan Smith

IW = Ian Wilson

MP = Mark Pinks

PJM = Peter Johnson Marshall

MB = Martin Brownnett