

Kelvedon Parish Council

The Old Bank, 63 High Street, Kelvedon, CO5 9AE

Neighbourhood Plan Committee Minutes of the meeting held 16 April 2018

Present: Cllr Jayatillake (Chair),
Cllrs Astley, Goode and Lancashire
L Maxted, N Joshua, E Maxted

P Potter, Clerk

NP64/17-18 Apologies for Absence

Received and accepted from Cllrs Anderson, Pilbeam and Tremain,
Jill Hinds and Gillian Westall.

NP65/17-18 Declarations of Interest

None

NP66/17-18 Confirmation of Minutes

- It was Proposed Cllr Astley, Seconded Cllr Goode and unanimously Resolved that the minutes of the meeting held 19 February 2018 are a true record, and were signed accordingly.
- It was Proposed Cllr Jayatillake, Seconded Cllr Astley and unanimously Resolved that the minutes of the meeting held 19 March 2018 are a true record, and were signed accordingly.

NP67/17-18 Public Discussion

No public present.

NP68/17-18 Communications

It was reported that the Parish Council had agreed to appoint a Communications consultant to assist with the PR and newsletters for the Neighbourhood Plan. The Clerk will progress the initial meetings for this to begin and for a handover to take place.

A report will be given at the Annual Parish Assembly on the revised timeplan for the Neighbourhood Plan process.

NP69/17-18 General Update

Laurie Maxted reported back from the recent Steering Group meeting, where the process up to the Regulation 14 Consultation was discussed. It was requested that more representation from Parish Councillors was now needed at the Steering Group and Focus Group meetings, in the run up to this and the referendum.

A revised timeplan will be drawn up and circulated and it was suggested that a 'workshop' type meeting was arranged for members of the Steering Group and this Committee to get together to go through the various pieces of work required, with timescales, to get the revised timeplan together.

It was reported that agreement had been reached by the Steering Group to recommend that site allocation under the Neighbourhood Plan was not to be pursued, mainly due to the time and work involved in starting this process. This Committee also agreed with that view.

NP70/17-18 Finance

The monies from the first tranche of grant funding has been used and the Clerk will progress the application for the second tranche of funding as soon as possible.

NP71/17-18 Date of Next Meeting

The next meeting will be advised shortly.