

HOUGH ON THE HILL PARISH COUNCIL

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Chairman: Councillor Mrs S Morgan

NEIGHBOURHOOD PLAN PROJECT TEAM MINUTES OF MEETING HELD 30th April 2014

The tenth meeting of the Hough on the Hill Parish Council Neighbourhood Plan Project Team was held on 30th April 2014 at Brandon Hall, Hall Lane, Brandon NG32 2AS commencing at 6.00pm.

Present:

Roger Kingscott (RK), Parish Councillor
Marilyn Taylor (MT), Resident
John Halton (JH), Resident

Penny Milnes (PM), Resident
Louise Barrett(LB), Resident

Apologies:

Roger Twelvetrees (RT), Resident
Jane Orchiston (JO), Resident

1. Public Forum

None present.

2. Declarations of Interest

None were declared.

3. Minutes of Meeting held 12th March 2014

Agreed as a true record. Under matters arising:

(a) RK and MT had a positive meeting with the owner of most of the land at Loveden Hill so the proposal for declaring it as a Local Green Space will be in the draft NP, and the required Justification Statement has been drafted accordingly (and a copy sent to the owner).

4. Draft Neighbourhood Plan

The finalised Draft Neighbourhood Plan which had been circulated prior to the meeting was considered page by page, taking amendments and corrections.

At 8.30pm the meeting was adjourned.

Reconvened Meeting: Friday 9th May, 5.30pm at Brandon Hall, Hall Lane,, NG32 2AS

Present:

Roger Kingscott (RK), Parish Councillor
Marilyn Taylor (MT), Resident
John Halton (JH), Resident

Penny Milnes (PM), Resident
Louise Barrett(LB), Resident
Roger Twelvetress (RT), Resident
Jane Orchiston (JO), Resident

4. Draft Neighbourhood Plan (Continued)

Remaining edits and queries on the draft Neighbourhood Plan were considered and agreed, taking account of various further advise received from Locality consultant, and from Globe. MT to execute and issue in time for the Parish Council meeting taking place on 15th June.

5. Finalising the Plan

- (a) the Parish Council will be requested to authorise the NPPT to proceed to public consultation on the draft Neighbourhood Plan at their meeting on 15th May.
- (b) RT agreed to draft the Strategic Environmental Assessment.
- (c) The draft Consultation Leaflet was considered. Agreed the suggested open viewing sessions were not required; however, NPPT attendance at the Village Fete on 5th July was agreed to be a useful and necessary part of the consultation.
- (d) The final timetable for a comments deadline of 23rd July was agreed, and all tasks were allocated as shown on the attached Project Plan. LB and PM will be in charge of the process.
- (e) MT to seek guidance from SKDC and Locality consultant regarding statutory consultees.

6. Any Other Business

No items.

7. Date of Next Meeting

Wednesday 30th July at 6.00pm; to be held at Brandon Hall, Hall Lane, Brandon NG32 2AS

**CONSULTATION ON THE DRAFT NEIGHBOURHOOD PLAN
TASKS, PLAN AND TIMETABLE**

Activity	By When	By Whom
-	-	-
After PC 15th: do any changes required	31st May	MT
Send Leaflet to Louise for Printing	31st May	MT
Update website and load Plan	no later 4th June	RK
Prepare and send all letters to: Statutory, Landowners, Parishes	in post 4/5th June	JH
Distribute leaflets to deliverers	6th June	LB
Hard copies printed and available with Jane, Roger and Penny	6th June	LB
Leaflet on relevant boards/places	6th/7th June	LB/PM
Deliver Leaflets	6th-8th June	MT/JO/PM/RK
Print large colour maps/visuals	by 5th July	JH
Attend Hough Fete	5th July	ALL
Collation of comments received	CUT OFF 23rd July	RK