

## HOUGH ON THE HILL PARISH COUNCIL

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Chairman: Councillor Mrs S Morgan

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### NEIGHBOURHOOD PLAN PROJECT TEAM MINUTES OF MEETING HELD 30<sup>th</sup> April 2014

The tenth meeting of the Hough on the Hill Parish Council Neighbourhood Plan Project Team was held on 30<sup>th</sup> 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 12<sup>th</sup> 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 9<sup>th</sup> 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 15<sup>th</sup> 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 15<sup>th</sup> 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 5<sup>th</sup> July was agreed to be a useful and necessary part of the consultation.
- (d) The final timetable for a comments deadline of 23<sup>rd</sup> 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 30<sup>th</sup> 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**

<b><u>Activity</u></b>	<b><u>By When</u></b>	<b><u>By Whom</u></b>
-	-	-
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	<b>CUT OFF 23rd July</b>	RK