

**Minutes of a meeting held at by the Neighbourhood Development Plan Committee in respect of the Neighbourhood Development Plan on 13th August 2020 held via ZOOM 7.00pm**

Minutes taken by Felicity Ryan, Clerk/RFO.

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**Attendees:** R Burnham (Chair), A Price, D Wragg, D Wilford, J Tyson, G Kirk (Your Locale), P Hooper, S Woodgate, J Oldershaw

**175. Appointment of Tony Price as Chairman for the meeting** - It was **RESOLVED** to approve Tony Price as Chairman for the meeting.

**176. Apologies for Absence:** No apologies

**177. Declarations of Interest :** None declared

**178. Approval of the minutes from the meeting held 13th August 2020** – It was **RESOLVED** to re-circulate the minutes from that meeting and approve at the next meeting.  
**ACTION : Clerk to circulate and place on Agenda for next meeting.**

**179. Open Forum (a slot provided where members of the public can speak)** N/A. Due to the new regulations the Agenda could now be published including details of the Zoom login which would be placed on the website and Agenda.

**180. Approval of the Strategic Environmental Assessment and the final draft Neighbourhood Plan**

- There were no recommended changes and no comments made to the draft Plan following the Strategic Environmental Assessment.
- A number of comments had been made by a member of the NDP Committee which were discussed. It was agreed for any queries to be answered and any legitimate comments to be put forward as part of the Regulation 14 process. Typing errors, layout changes etc to be amended by members of the NDP.

**181. Neighbourhood Plan summary (prepared by YourLocale) and grant application**

- G Kirk explained that the usual process would be for an open day to be held, to publicise the plan. However, in the advent of Covid, this would not be possible. Locality have made extra grant funding available in order to facilitate publication via other means, i.e an executive summary. **ACTION : An executive summary would need to be prepared in order to summarise to enable people to understand the process. This would be delivered with the Clipston Courier to all householders**

and businesses in the parish and uploaded to the Parish Council website.

**ACTION : G Kirk to draft this and provide to the NDP for approval.**

**182 Approval/discussion of Rule 14 Consultation procedure for publication of the draft plan - copy attached**

- A discussion ensued regarding the copy of the plan for those residents not able to access electronic copies. G Kirk confirmed there was no need to provide a viewing point for the draft plan. Following a discussion it was agreed the viewing point proposal would be abandoned due to Covid. **ACTION : A Price to contact DDC for approval.**

**183. Parish Council website entry for the Neighbourhood Plan complying with the Governments Planning Practice guidance in relation to Covid 19 -**

- These had been circulated to all committee members before the meeting. A discussion ensued and the form of the entry agreed.

**184. Appointment of:**

1. **Copy appendices and supporting documents committee member collection points;**
2. **Comments form committee members recipients**

**ACTION : AP and JO and RB were appointed for both roles, DW and AP would prepare the comments form, to be circulated to all members for comment.**

**185. Place group amendments to the neighbourhood plan**

No comments received

**186. Henry Hudson e mail correspondence**

A resident has been corresponding with AP regarding the process and these had been answered and were circulated to the committee. These were noted.

**187. AOB**

DW asked how it would be ensured that all the landowners had been contacted for comment e.g outlying farms. RB local knowledge to be used and JT confirmed that the courier is distributed to these properties.

**188. Date of next meeting  
TBC.**

**Meeting closed 8.30pm**