



Chelveston-cum-Caldecott Parish Council Northamptonshire Neighbourhood Development Plan Working Party



Chairman's Report to the Parish Council

9 September 2013

1. General Matters

The NDP Working Party has concluded a series of activities since the last report dated 8 July which are detailed below. All matters and records pertaining to the activities of the NDP Working Party can be found on the website (<http://ndp.chelveston.org.uk>).

2. Procedural Matters

Following appointment at the Parish Council Meeting on 8 July 2013, Patricia Buckman and Janette Kightley-Green joined the NDP Working Party as members.

3. Meetings Held

The following meetings have been held:

- I. Public Meetings: held on 5 August and 2 September 2013.
- II. Roundtable Meetings: held on 11 July and 22 August 2013.
- III. 'Raunds Vision' Meeting hosted by Raunds Town Council held at the Saxon Centre and attended by Andrew Seaman. See file note issued ([NDP-0050](#)).
- IV. Meeting with ENC Planning Policy Team held on 13 August 2013 attended by Andrew Seaman and Cllr Adrian Dale to discuss evidential information pertaining to the activities of the NDP Working Party. See file note issued ([NDP-0062](#)).

4. Future Meetings

The following meetings are due to be held:

- I. Public Meetings: next meeting to be held on 7 October 2013
- II. Roundtable Meetings: next meeting to be held on 19 September 2013
- III. Higham Ferrers Town Council NDP Working Party Meeting – Andrew Seaman has been invited and will attend this meeting which is to be held on 10 September in the Town Hall at 6.15pm.

5. Report on Activities

- I. Revised NDP Boundary Proposal ([NDP-0051](#))

An amended recommendation has been prepared, was approved at the Public Meeting held on 2 September and has been issued to the Parish Council. The amendment takes into account responses from Stanwick Parish Council to the Community Governance Review proposals from Chelveston-cum-Caldecott Parish Council, due to be concluded in April 2014.

- II. Newsletter ([NDP-N001](#))

The first Newsletter, approved at the Public Meeting held on 2 September, was delivered to residents on 3 September. The next Newsletter will be prepared, approved and issued during November. The purpose is to keep residents informed of the activities of the Working Party, to encourage engagement and participation.

- III. Call for Aspirational Sites ([NDP-0078](#))

Neighbourhood Development Plan – Chairman’s September 2013 Report

A map showing land ownership within the parish ([NDP-0075](#)) has been produced and used to determine who should be contacted about any aspirational development proposals they may be considering. A ‘Call for Aspirational Development Sites’ proposal containing instructions and a questionnaire (request for information) has been prepared, approved at the Public Meeting held on 2 September and issued to the landowners identified on the map. A written confirmation of receipt has been requested from each landowner or their representative and a hard copy of documentation issued has been retained by the Clerk to the NDP Working Party. The closing date for responses is 30 November 2013. The working party will review and debate responses received at a subsequent meeting after the closing date.

IV. East Northamptonshire Housing Completions Summary ([NDP-0079](#))

A summary of completions in East Northamptonshire based on an ENC Housing Site Schedule for 2001 to 2021 (NDP-0039) has been prepared. This will provide the Working Party with important evidential information. Key facts include:

- Completions for 2001/12 were 4,647 (compared to the Strategic Plan Projected completions of 5,465 (shortfall 818).
- Strategic Plan Projected completions for 2012/21 are 3,935 (9,400 including those for 2001/12) leaving a surplus of 484 and an overall shortfall of 334 if the 2001/12 shortfall of 818 is included.
- Expected completions for 2012/21 are 4,419 (9,066 including those for 2001/12).
- Expected completions for 2012/21 are 3,316 (Higham Ferrers, Irthlingborough, Raunds, Rushden and Stanwick only) representing 36.58% of the total of 9,066.

6. Actions required of the Parish Council

The following activities are required to be completed by the Parish Council

- I. Approval of the Revised NDP Boundary Proposal ([NDP-0051](#))

7. Budget and Expenditure

A budget and expenditure summary is attached to this report for the period up to and including 31 August 2013.

For this period, the Working Party has incurred £60.00 of expenditure for hire of the Village Hall. Against budget, this results in a surplus of £35. The sum of £27.60 was incurred at Coleman’s on 3 September 2013 for printing of 230 copies of the NDP Working Party Newsletter.

8. Any other matters

None

Chelveston-cum-Caldecott NDP Working Party

Budget and Expenditure Summary Report

	2013						2014			Total	
	31-Jul	31-Aug	30-Sep	31-Oct	30-Nov	31-Dec	31-Jan	28-Feb	31-Mar		
Budget											
1	Village Hall hire	30	30	30	30	30	45	30	30	45	300
2	Clerks Expenses	0	5	10	5	5	5	5	5	10	50
3	Publicity	0	30	40	30	30	30	30	30	30	250
Total (month)		30	65	80	65	65	80	65	65	85	600
Total (cumulative)		30	95	175	240	305	385	450	515	600	
Expenditure											
1	Village Hall hire	30	30	30	30	30	45	30	30	45	300
2	Printing	0	0	10	5	5	5	5	5	10	45
3	Publicity	0	0	40	30	30	30	30	30	30	220
4											0
5											0
6											0
7											0
8											0
9											0
10											0
Total (month)		30	30	80	65	65	80	65	65	85	565
Total (cumulative)		30	60	140	205	270	350	415	480	565	
Balance (month)		0	35	0	0	0	0	0	0	0	35
Balance (cumulative)		0	35	35	35	35	35	35	35	35	
										Dated	31-Aug-13

Notes:

- 1 Hall hire charges billed direct to Parish Council
- 2 Printing - costs to go directly to Parish Council via account at Colemans
- 3 Expenditure figures in black are actual and in red are forecasted