



Chelveston-cum-Caldecott Parish Council

Northamptonshire

Neighbourhood Development Plan Working Party



NDP Working Party

Chairman's Report to the Parish Council

14 October 2013

1. General Matters

The NDP Working Party has concluded a series of activities since the last report dated 9 September 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

The Chair has received notification from a Working Party Member (Paul Welton) that due to other commitments he wishes to stand down.

3. Meetings Held

The following meetings have been held:

- I. Public Meeting: held on 7 October 2013.
- II. Roundtable Meeting: held on 19 September 2013.
- III. The Chair attended the Higham Ferrers Town Council NDP Working Party Meeting held on 10 September in the Town Hall at 6.15pm. A pack of information was issued which has been uploaded to the NDP website.

4. Future Meetings

The following meetings are due to be held:

- I. Public Meetings: next meeting to be held on 4 November 2013
- II. Roundtable Meetings: next meeting to be held on 17 October 2013

5. Report on Activities

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

An amended recommendation was approved at the Parish Council meeting on 9 September 2013 and submitted to ENC the following day.

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

A total of twenty three (23) Questionnaires have been issued with thirteen (13) acknowledgements received to date. Two (2) responses have been received (Keith Oliver in Britten Close ([NDP-S002](#)) and the Duchy ([NDP-S001](#)))

- III. Public Consultation

It is proposed to hold an exhibition of the responses to the Call for Aspirational Sites Questionnaires in the village hall on the 14 and 15th of December.

It is also proposed to arrange a series of consultation events for residents to explain the proposed aspirational responses received and to get feedback through discussion. Each event will focus on particular areas of the Parish so that attendees are looking at specific areas that they will be affected by. It is hoped that by doing this, there will be a greater degree of interaction.

Neighbourhood Development Plan – Chairman’s October 2013 Report

Details of these events will be published in due course.

IV. NDP Proposal

The next key area of focus is preparing to create the proposal document itself. Some decisions on content including text, graphics, maps and photographs can get be made now. An action plan to capture these requirements has been prepared and this will be the focus of the next round table meeting on 17 October 2013. It will also be essential that we agree dates for completing drafts leading to the final document.

6. Actions required of the Parish Council

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

I. Election of a Working Party Member

Required to replace Paul Welton, ideally from Chelston Rise

7. Budget and Expenditure

A budget and expenditure summary is attached to this report for the period up to and including 30 September 2013.

For this period, the Working Party has incurred £90.00 of expenditure for hire of the Village Hall, £23 for printing (Newsletter) and £2 of postage giving a total expenditure of £115. Against budget, this results in a surplus of £60. Additional sums have been incurred for postage (£4) and hire of the village hall (£15) in October to date.

The increased frequency of village hall hire, due to the exhibition and consultation meetings, will result in an overspend against budget. The Chair of the NDP Working Party will propose for approval, an increase in budget at the next Working Party Public Meeting due to be held on 4 November. A formal application for approval will then be made to the Parish Council.

8. Any other matters

None