



Chelveston-cum-Caldecott Parish Council

Northamptonshire

Neighbourhood Development Plan Working Party



Minutes Working Party Meeting

5th August 2013

Meeting: NDP-M002

Present: Working Party Members Cllr Adrian Dale
Cllr Jenny Harwood
Caroline Robinson
Andrew Seaman
Paul Welton
Patricia Buckman
Janette Kightley-Green

Clerk to the Working Party: Jane Seaman

Public: Roger Jeffcoat
Gillian Jeffcoat
George Westcott
Barry Davies

1 Open Forum (Max 15 minutes)

The Chair explained the format of the Open Forum for the benefit of the public attendees. At the beginning of each formal meeting, members of the public may address the meeting without prior notice for a maximum of 3 minutes each covering items either on the agenda or requesting that other items be considered at a subsequent meeting.

2 Welcome and introductions

The Chair welcomed everyone to the meeting and explained the format and purpose of the NDP website.

3 Approval of the Minutes (an addition to the published agenda)

The minutes of meeting [NDP-M001](#) were approved with no amendments

4 Apologies received

Cllr Mick Izzard
Cllr Melvyn Wooding

5 Declaration of interest

Under section 6.2 of the Terms of Reference – the following interests were declared:
All members - No interests declared

6 Receipt of reports from roundtable and other meetings

6.1 NDP boundary – recommendations to the Parish Council ([NDP-0051](#))

The Chair informed the meeting of the proposed changes to the current boundary as discussed and agreed at the roundtable meeting on the 11th July 2013. The proposed

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changes have been summarised in a report ([NDP-0051](#)) which will be submitted to the Parish Council for approval at the meeting on 9 September 2013 following approval at this meeting. Cllr Adrian Dale gave a detailed explanation of the proposed changes for the benefit of those at the meeting.

The meeting resolved to approve the Working Party Recommendation ([NDP-0051](#)) and for it to be submitted to the Parish Council for approval at the meeting on 9 September 2013.

Proposed: Cllr Adrian Dale Seconded: Paul Welton Decision: Unanimous

6.2 Actions from Roundtable Meeting 1 held on the 11th July 2013 (NDP-W001)

The Chair reminded the meeting of the actions that were identified at the roundtable meeting held on 11 July 2013 and identified in the minutes ([NDP-W001](#)). The Chair requested that these actions be completed in time for the next round table meeting to be held on 22 August 2013.

6.3 Raunds Vision Public Meeting – key points ([NDP-0050](#))

The Chair informed the meeting that he attended the ‘Raunds Vision’ Public Meeting held on 23 July 2013 in the Saxon Centre and that a file note has been posted on the NDP website. The meeting was hosted by the Mayor and Clerk of Raunds Town Council with representations from ENC. The intention is to assemble a working party with a Chair to decide on what the vision for Raunds should be through interaction with local residents and businesses. It is thought that this will inform the Development Plan and replace or supplement the Raunds Masterplan 2011.

7 Budget and Expenditure

A budget for the NDP Working Party of £600.00 was agreed at the Parish Council meeting held on 8th July 2013 comprising of £300.00 for the hire of the Village Hall, £250.00 for printing and publicity and £50.00 for the Clerk’s expenses.

To date the only expenditure has been £30.00 for the hire on 2 occasions of the Village Hall in July 2013.

A budget and expenditure report will be issued to the Clerk of the Parish Council in advance of the next Parish Council meeting and attached to the NDP Chairman’s report.

8 Dates of next meetings

The next roundtable meeting is the 22nd August 2013. The next NDP Public Working Party meeting is on the 2nd September 2013

The meeting closed formally at: 19.55

Issued on 11th August 2013

Andrew K Seaman (approved on 2nd September 2013)

Andrew Seaman
Chairman of the NDP Working Party
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Previous version: <http://ndp.chelveston.org.uk/NDP-M002/v0.9>

- Minutes approved with no amendments