



Chelveston-cum-Caldecott Parish Council

Northamptonshire

Neighbourhood Development Plan Working Party



Minutes Working Party Meeting 23rd July 2015

Meeting: NDP-M009

Present: Working Party Members Andrew Seaman (Chair)
 Cllr Liz Kelly
 Patricia Buckman
 Cllr Melvyn Wooding
 George Westcott
 Cllr Jenny Harwood
 Janette Kightley-Green

Clerk to the Working Party: Jane Seaman

Public: 2 members of the public: see register [NDP-M009R](#)

1 Open Forum (Max 15 minutes)

The Chair explained that this was an opportunity for members of the public to speak on any agenda item for a maximum of 3 minutes before the meeting started to request formally that the Working Party consider a specific item at their next meeting.

Pieter Mommersteeg asked the Working Party if they were going to take note of the comments ENC made concerning LGS. The Working Party confirmed that they would take into consideration any comments made by ENC, however that did not automatically mean that the Working Party would make changes to the NDP.

2 Welcome and introductions

The Chair welcomed everyone to the meeting and in particular Cllr Liz Kelly as the new member of the Working Party (Chair of the Parish Council).

The Chair gave an overview of what the NDP had been doing since its inception. He reminded everyone that the Working Party has three types of meetings. Two are open to the public and are the Public Meetings and Roundtable Meetings. A third meeting type is the Working Party Meeting attended only by Working Party members to undertake the creation and development of the Plan.

3 Apologies received

No apologies

4 Declarations of interest

Under section 6.2 of the Terms of Reference – the following interests were declared:

All members - No interests declared

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5 Appointment of the Chair

Andrew Seaman the current Chair was reinstated.

Proposed: Cllr Melvyn Wooding Seconded: Cllr Jenny Harwood Decision: Unanimous

6 Agree the strategy and timetable for 2015/16

The Working Party agreed on the following Programme:

- Review LGS designation
- Review comments made by ENC on the current version of the Plan
- Review Policies within Version 2
- Consultation with ENC
- Preparation of Version 3 of the Plan

The Working Party will aim to complete this programme by January 2016

7 Review of Local Green Space Designation

The Working Party agreed to cover the immediate work on LGS designation in a meeting during August 2015. This would be the first priority from the outstanding NDP workload.

8 Review ENC response to V2.0 of the Plan

The Working Party agreed that it would meet in September 2015 to review ENC's response to V2.0 of the Plan. The plan would be tested against relevant policy documents.

9 Review Landowner comments following the last consultation period

There have been 14 comments from landowners and statutory bodies. These comments will be reviewed in September/October by the Working Party.

10 Review of Higham Ferrers Neighbourhood Plan Submission

The Higham Ferrers Neighbourhood Plan is regarded by ENC as a good quality document. The Working Party Chair asked members of the working Party to study the document so that they would get a feel for a good quality plan. The Chair agreed to send out a link to members so they could look at it on-line.

The Working Party will invite the Planning Policy Officer from ENC to a future Working Party meeting.

11 Agree a budget for 2015/16

The Working Party agreed that the following budget should be submitted to the Parish Council for approval.

Village Hall	£200.00
Printing	£500.00
Sundry	£100.00
Total	£800.00

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12 Dates of next meetings

The Working Party meeting agreed that two meetings per month would be needed from September – December 2015 to cover the amount of work outstanding on the NDP. It was agreed that the chair would circulate dates of these meetings by the 26th July 2015.

The meeting closed formally at: 9.00 pm

Issued on 26th July 2015

Andrew Seaman
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