



# **Chelveston-cum-Caldecott Parish Council**

## **Northamptonshire**

### **Neighbourhood Development Plan Working Party**



#### **Minutes of a Round Table Working Party Meeting**

#### **12<sup>th</sup> December 2013**

#### **Meeting: NDP-W006**

**Present:** Working Party Members      Andrew Seaman (Chair)  
Cllr Adrian Dale  
Cllr Mick Izzard  
Cllr Melvyn Wooding  
Cllr Jenny Harwood  
Patricia Buckman

Clerk to the Working Party: Jane Seaman

Public: None

This meeting took place after setting up and making preparations for the forthcoming exhibition of aspirational sites.

The meeting formally commenced at 20:30

#### **1 Purpose of the meeting**

The Chair informed the meeting that the roundtable meetings were private meetings open to residents (or their representatives) but not the public or the media. The meetings were for collaborative open discussions to allow everyone to voice their opinions and to allow the group to develop ideas that would be reported back to the NDP Working Party formal meetings. There would be a timed agenda to aid productivity and actions would be developed and allocated to individuals to ensure that actions were completed. The outcomes of these meetings will be made public.

#### **2 Welcome and introductions**

The Chair welcomed everyone to the meeting.

#### **3 Apologies received**

Caroline Robinson

Janette Kightley-Green

#### **4 Declaration of interest**

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

None declared.

#### **5 Approval of the Minutes**

There were no minutes to approve.

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### **6 Review of Actions from the meeting held on the 14th November 2013**

All actions had been completed

### **7 Exhibition**

All actions had been completed and the Working Party felt confident that they were ready for the exhibition on the 14<sup>th</sup> and 15<sup>th</sup> of December 2013.

### **8 NDP Proposal Action Plan**

The Chair reminded the meeting that there would be a lot of work to do in 2014 to get the NDP Proposal complete. Data collected from the exhibition will be vital evidence and help inform the plan.

### **9 Meetings for 2014**

The Chair agreed to provide a schedule of suggested dates for Public and Round Table meetings for 2014 for review by the Working Party.

### **10 Dates of next meetings**

The next formal public meeting of the Working Party will be held on: 6<sup>th</sup> January 2014 at 19.30

The next round table meeting of the Working Party is yet to be agreed

The meeting closed formally at: 21:00

**Issued on 10th January 2014**

**Andrew Seaman**  
**Chairman of the NDP Working Party**  
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