



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



## Chairman's Report to the Parish Council

8 July 2013

### 1. General Matters

The inaugural meeting of the NDP Working Party was held on 1 July 2013 at the village hall and was attended by all seven members of the Working Party, the clerk to the Working Party, the clerk to the Parish Council and three members of the public.

The minutes of that meeting can be found on the NDP Working Party website together with all other pertinent information and documentation.

### 2. Procedural Matters

The meeting appointed Andrew Seaman as Chair to the Working Party with Cllr Adrian Dale standing down as Chair Pro Tem to become a member of the Working Party.

### 3. Meetings Held

The following meetings have been held:

- a. Inaugural Meeting: held on 1 July 2013
- b. Roundtable meetings: None to date

### 4. Future Meetings

- a. It was agreed that the NDP Working Party Meetings will be held on the first Monday of each month at the village hall, commencing at 7.30pm and concluding at 9pm. The next meeting is scheduled for 5 August 2013. These will therefore be the week before the Parish Council Meeting.
- b. It was agreed that a series of roundtable meetings will be held to deal with specific issues. The first of these meetings has been provisionally arranged for Thursday 11 July in the village hall commencing at 7.30pm. Arrangements for future meetings will be decided at that meeting.
- c. Members of the public will be invited to attend these meetings.

### 5. Actions required of the Parish Council

The following actions need to be undertaken:

- a. A map is required marked up to show the ownership of parcels of land in and around the village.
- b. The Working Party requested a budget from the Parish Council to cover the costs of village hall hire and printing costs. A sum of £600 has been requested.

### 6. Budget and Expenditure

- a. Budget: See note above.
- b. Expenditure to date: £15 for the hire of the village hall on 1 July 2013.

### 7. Any other matters

None

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