

**Minutes of the Neighbourhood Plan Committee – 10<sup>th</sup> July 2017** (Meeting commenced at 6:30pm)

1. **Chairman's opening remarks:**

2. **Attendance Register**

**Present:** David Casewell (Chair), Chris Merricks, Margaret Simpson, Ron Simpson, Pat Taylor, Howard Thompson, Christine Edwards, Richard Reeve, Miranda Jones, Sharon Aumais, David Ainslie, Mark Shaw, Janet Thompson, Phil Wignell, Stephen Taylor, Ryan Breslin, Kath Gilbert, Mark Evans.

3. **Apologies for Absence** – Alec Crombie and Edward Baines - these were noted.

4. **Declaration of Members Interests and Requests for Dispensation:** None

5. **To confirm the minutes of the Neighbourhood Plan Committee on 21<sup>st</sup> March 2017.**

**Resolution:** Minutes recommended to be approved. Proposed by Christine Edwards, seconded by Ron Simpson, 114 in favour and 4 abstentions.

6. **To appoint the Vice Chair of the Neighbourhood Plan Committee (currently Edward Baines).**

David Casewell nominated Edward Baines which was seconded by Richard Reeve and Christine Edwards nominated Ron Simpson which was seconded by Howard Thompson. With two candidates meeting attendees were asked to vote:

Edward Baines – 8 votes in favour

Ron Simpson – 10 votes in favour, was duly elected Vice Chairman.

7. **Update from the final Local Plan Review Task Group held on 29<sup>th</sup> June 2017 at 1pm.**

David Ainslie updated attendees on the final Local Plan Review Task Group meeting at which Roger Ranson from RCC gave a short presentation followed by questions. [The minutes of the Local Plan Review Task Group.](#)

Key points – it will be important to understand any key changes to supporting policy documents. Any points of difference between The Local Plan and any refresh of the Uppingham Neighbourhood Plan will require detailed evidence to support comments and feedback.

It will be important to provide feedback on the Local Plan with the consultation period planned between 21<sup>st</sup> July and 25<sup>th</sup> September 2017. To enable this, David Ainslie proposed that the Vice Chair, Chair and Clerk meet to consider some questions and key points to alert the community to heading into the consultation period. Seconded by Stephen Taylor and unanimously agreed. A meeting date of 24<sup>th</sup> August 2017 at 6:30pm was set for the next committee meeting.

Ron Simpson proposed that the Clerk write to Roger Ranson seeking clarification of the changes to supporting strategic policy documents, seconded by Richard Reeve and unanimously agreed. *Update: A summary document would be made available after the Parish Forum which will be circulated.*

8. **Neighbourhood Planning Champion Update.**

Ron Simpson shared the useful information and resources held on the [my community](#) website and asked attendees to make themselves familiar with it.

Funding is also available for new plans as well as refreshed neighbourhood plans. Funding via

Locality is available up to £9,000 for refresh or new plans and £15,000 for more complex cases. Funds have to be spent before 31<sup>st</sup> March 2018.

**Action:** Clerk to find out if grants can be applied for before 31<sup>st</sup> March 2018 and again after that date? **Update:** Locality will provide grants up to 31<sup>st</sup> March 2018, but not after that date as the government will take over grant provision.

9. **Discuss the appropriate next steps, key objectives and draft timeline for a refresh of the Uppingham Neighbour and encapsulate this in a draft set terms of reference.**

Chair David Casewell set out some of the challenges ahead of a refresh of the Neighbourhood Plan and asked for views on what experiences we can learn from the original plan work. Thoughts were shared including:

- Better and detailed evidence and this time why specific items should be included or excluded from the plan
- Both quantitative and qualitative feedback and evidence
- Possibly using support to write content from specialists – the experts on the independent design review for the Bloor Homes site had proved insightful
- Consider creating policies rather than just statements to support the plan
- Take advantage of consultants from Locality and other advisers to help support

Proposed by David Ainslie that the Neighbourhood Plan Committee meets at least quarterly, establishes a working group and explores the grant options with Locality. Additionally that a planning session is held to work up a timeline for the refresh of the Uppingham Neighbourhood Plan. Seconded by Stephen Taylor and unanimously agreed.

Meeting closed at 7.42 pm.