

# **Hopton and Coton Neighbourhood Plan Working Group.**

## **Notes of the Teams meeting of Saturday 9/1/21**

Present: Cllr. P. Gilbert (Chair), Cllr. J. Rogers (Vice Chair), Mr. P. Lamond, Mr. D. Leech. and Mr. C. Ramster.

Apologies. There were no apologies.

Mrs. S. Gibson (Parish Clerk) and J. Blount (Consultant) were also in attendance.

Cllr. Gilbert welcomed everyone to the meeting.

### **1. Notes of last meeting.**

The notes of the meeting of 22/12/2020 were agreed as a true record.

### **2. Review.**

The current position was outlined by the consultant.

### **3. The Planning System.**

The consultant provided members with an introduction to the planning system

### **4. Neighbourhood Plan.**

The consultant explained the Neighbourhood Plan and how it fitted with the planning system.

### **5. Programme.**

It was agreed to recommend the following rough programme for the Neighbourhood Plan:

An important milestone would be the Annual Parish meeting in May. Between late January and May the Group would identify key stakeholders, examine other Neighbourhood Plans for styles and structures, and produce both a history\* and a description of the Parish. The Group would also propose a Vision and Objectives for the Plan and recommend a project communication, consultation and engagement strategy to the Council. During that period the Group would also critically examine the Borough Council's 'Preferred Options' consultation document. The consultant will produce a document to support the Group in this work. The Annual Parish Meeting would consider the direction and content of the Neighbourhood Plan, there would then be a concentration on collecting evidence prior to the formulation of policies and consultation on a pre-submission draft Neighbourhood Plan at the end of the year. This consultation would also include a Parish Meeting.

### **6. Funding and budgetary provision.**

It was agreed to recommend to the Parish Council that:

A grant of £1,600 be requested from Locality for the consultant's costs,  
£2k of costs for the remainder of 2020/21 be met from the ringfenced reserve with £2k carried forward,  
£9.5k be added to the ringfenced reserve for 2021/22, largely to fund public consultation.

### **7. Neighbourhood Plan web page.**

It was recommended that the NP web site page be brought up to date. Links to social media to be provided by the webmaster.

## **8. Working Group Membership.**

It was recommended that:

the places for lay members on the Hopton and Coton Neighbourhood Plan Working Group be increased to 4,

Mrs. P. Attwood be appointed to the Hopton and Coton Neighbourhood Plan Working Group.

## **9. Date of next meeting**

The next meeting will be a Teams meeting at 2pm on Thursday 21<sup>st</sup> January 2021.

\*Consultant will discuss this with Mr. Buss.