

**Stoke Golding Neighbourhood Development Plan Advisory Committee**  
**Draft Minutes of the meeting held on 17<sup>th</sup> February 2016 at Stoke Golding Methodist**  
**Church Hall**

	<p>Chairperson Roy Mitchell welcomed everyone attending the meeting of the Stoke Golding Neighbourhood Development Plan Advisory Committee (SGNDPAC).          Committee members present: - William Alston, Glynn Chapman, Jim Hope, Roy Mitchell.          Minuted by S. Crowfoot</p>	Tasks allocated
	<p>Prior to the formal meeting commencing, a presentation was given from Planit-X, a Leicestershire based consultancy firm who are supporting or have supported development of several Neighbourhood Plans in Leicestershire and elsewhere. The presentation covered topics such as funding available, support offered by the firm, and the firm's experience in developing Neighbourhood plans in the local area</p>	
1.	<p><b>Apologies:</b> Sarah Beale, Ella Orr, Steve Martin, Hillary Ford, Ann Fullegar, Diane Sinclair, Rob Gaskin, David Goodsell, Pauline Goodsell</p>	
2.	<p><b>Declarations of Interest:</b> there were none</p>	
3.	<p><b>Minutes of Previous Meetings:</b> Proposed by Jim Hope, Seconded by William Alston</p>	
4.	<p><b>Matters Arising:</b> Roy Mitchell had contacted the Thomas Barton charity regarding funding available. Hoping to get an agreement in principal.</p>	
5.	<p><b>Reports from Committee Members.</b>          William Alston corrected from the previous meeting that the hall hire for the church hall is paid in arrears and so has not yet been deducted from the budget. It will be paid for every 2-3 months.</p>	
6.	<p><b>Update on Approval of Neighbourhood Plan Area</b>          As the plan boundary includes an area within Higham Parish, approval is needed from both Stoke Golding and Higham Parish Councils. Roy Mitchell reported that although the plan area has now been approved by both parties, in order to be legally compliant the agreement cannot be ratified by the Borough Council until meeting minutes have been completed and submitted from Higham and Stoke Golding Parish Councils. The proposal will then need to be sent out for public consultation before being formally approved by the Borough Council. The process of agreeing the plan area will therefore take longer than first estimated, with estimated completion forecast at mid-July 2016.          Glynn Chapman queried what further progress could be made towards developing SGNP in the meantime. Roy Mitchell responded that community engagement could not begin until the plan area had been confirmed but groundwork to prepare for this could possibly begin. It was thought that a consultant could be agreed upon in this time.</p>	
7.	<p><b>Update on Selection of Consultants</b>          One presentation from Planit-X took place today. Presentations from two further consultants to take place in March at the next SGNP meeting. Glynn Chapman read out a list of questions which had been devised to be put to each consultant. These were as follows:</p> <ul style="list-style-type: none"> <li>• How many Neighbourhood Plans are you currently working on, how many have you completed and how many have been fully ratified?</li> <li>• How many of your Neighbourhood plans have had clauses removed or modified by the Neighbourhood Plan Examiner?</li> <li>• Have developers challenged any of your approved plans and if they have, how many have been successfully defended?</li> <li>• What do you see as the most important services you can offer?</li> </ul>	

	<ul style="list-style-type: none"> <li>• How many consultants are available within your company to cover for unforeseen circumstances such as sickness or our nominated consultant leaving your company?</li> <li>• Will you personally be working with our committee or will another member of your company undertake the work?</li> <li>• To ensure process and documentary compliance will you liaise with our Borough Council Officers directly as appropriate?</li> <li>• Once appointed do you research our Village Plan, the Borough Council's Core Strategy and the Borough Council's Site Allocations and Developments Policy Documents and other relevant documents before advising us of the best way forward?</li> </ul>	
8.	<b>To receive and consider such communications as received by the Chairman.</b> –there were none.	
9.	<b>To consider items needed to be brought to the public's attention:</b> Glynn Chapman agreed that the questions for the consultants would be circulated electronically with the minutes of this meeting.	
10.	<b>Present</b> Residents attending: <i>J. Dowsell, T. Dowsell, R. Fisher, R. Terheege, P. Underwood, R. Gaskin, S. Crowfoot, G. Ford, S. Mitchell</i>	
11.	<b>Next Meeting</b> March 16 <sup>th</sup> Methodist Hall <b>START TIME 6.15 PM</b> Meeting Closed 8:15pm	