

Hallaton Parish Council

Neighbourhood Plan Advisory Committee

Minutes of the Hallaton Neighbourhood Advisory Committee Meeting held on Wednesday 10th January 2018 in The Stenning Hall commencing at 7.30pm

Record of Attendance and Apologies

Attendees

Ms Linda Jones (Chair)	Mrs. K Bogg
Mrs. Mel Brucciani (arrived towards end of meeting)	
Mr. C Kilby	Mr. John Morison
Mrs. Alison Rutherford	Mrs. Della Stones

In attendance – Rosie Warne – Clerk
Gary Kirk – Yourlocale

Members of Public - 0

Welcome and Apologies for absence

Linda Jones welcomed everyone to the January meeting

Apologies received and accepted from M Roberts and J Norton

Marcus Roberts has discussed with Linda Jones his concern at not being able to attend regular meetings and further discussions will take place

NHP/29 Declaration of Interest

- **Ms Linda Jones** – Chair of HIST and Trustee of Leicestershire and Rutland Wildlife Trust
- **Mr. John Morison** – Fieldwork Group
- **Mr. Chris Kilby** – Chair of Fenwick Trust
- **Mr. John Norton** - Museum

NHP/30 Declaration of Interest

There were no Declarations of Interest

NHP/31 Minutes of the meeting held 8th November 2017

Accuracy

Minutes agreed as an accurate record

Matters Arising

Logo – Linda Jones advised that the meeting with the head teacher of the school went well and that she and Mike Preston, YourLocale, attended school assembly to introduce the logo design project to the children. Della Stones agreed to discuss with the school when the logo design would be completed and will try to have this completed before February half term holiday.

Open Event & Questionnaire Reports – Linda Jones advised that these were not on the Parish Council website and Kay Bogg will ensure that these are uploaded tomorrow. It was confirmed that the Parish Council have approved both these documents

NHP/32

Theme Groups

Draft Theme Group Event Programme

Draft event programme was discussed and committee members are all in agreement with the running order of this event. Linda Jones will distribute this to all residents who have signed up for the theme groups. Linda Jones will produce a poster advertising this event and Kay Bogg agreed to have this advertised on Facebook and the Parish Council website. Refreshments will be served once participants split up into their theme groups.

Arrangements/membership

Gary Kirk advised that each theme group will work independently and that each group will have a Yourlocale facilitator advising and assisting. A broad outline of the workings of the theme groups was provided as follows:

- Each group will need to have a note taker and also a lead member.
- The lead member will be required to provide updates and reports to the Advisory Committee.
- There will be at least two members of the Advisory Committee on each of the theme groups.
- Each theme group will have specific tasks and responsibilities to identify issues.
- The problems that are identified will end as a solution and will become part of the policy.

Additional membership numbers will be addressed once the theme groups are up and running.

Gary Kirk advised that there is a lot of additional information on the Yourlocale website and recommends looking at this.

Once the policies start to emerge from these theme groups then there will be another open event which will be streamlined to more closed questions. (Yes/No) about the proposed policies.

Site Assessment – discussions arose about the need for an independent site assessment and Advisory Committee agreed that this should be the way forward. It was agreed that Gary Kirk would check the availability of Derek Doran who would lead this and also start the funding process.

NHP/33

Draft Programme

Updated draft programme provided and committee members reminded that this document is fluid and ever changing.

NHP/34

Funding Update

Clerk advised that all funding is in place and all invoices to date have been paid. Gary Kirk queried a Yourlocale invoice and Clerk will investigate and discuss this directly with him.

NHP/35

Any other business:

Kay Bogg will be joining the housing theme group.

Linda Jones will be joining the environment theme group.

NHP/36

Next meeting

The next meeting of the HNP Advisory Committee will be held on 14th March 2018 at 7.30pm (No meeting being held in February).

Theme Group launch event will be held on 17th January 2018 at 7.3pm.

The meeting closed at 8.20PM

Signed that the minutes are a true and accurate record

Chair _____

Dated _____