

Hallaton Parish Council

Neighbourhood Plan Advisory Committee

Minutes of the Hallaton Neighbourhood Advisory Committee Pre-Meeting held on Monday 11 October 2017 in The Stenning Hall commencing at 7.30pm

Record of Attendance and Apologies

Attendees

Ms Linda Jones (Chair)
Mrs. Alison Rutherford

Mrs. Kay Bogg
Mrs. Della Stones

Mrs. Mel Brucciani

In attendance – Rosie Warne – Clerk
Gary Kirk – Yourlocale

Welcome and Apologies for absence

Linda Jones welcomed everyone to the October meeting

Apologies received and accepted from John Morison, John Norton, Chris Kilby and Marcus Roberts

NHP/10 Declaration of Interest

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

NHP/11 **Vision Statement**

Vision statement was produced by John Norton and following minor amendments this Vision Statement was agreed and adopted by all

NHP/12 **Questionnaire**

Questionnaires have now all been delivered to every household and already received two hard copies back and 15 responses have been completed online. Closing date is 30th October and Gary Kirk will collect all hard copies a few days following the closing date. Gary and his team will then start to input all the responses and start to collate the data

NHP/13 **Open Event – arrangements**

Gary advised that the majority of the arrangements are in place, however, has been let down by Harborough District Council reference the maps required for the event. This was discussed and Gary will endeavour to get maps printed locally and charge this to HDC. The format for the displays and the event were relayed by Gary

Linda advised that all refreshments arrangements are in place

Event is due to commence at 10am and it is asked that all member of the advisory group and Parish Councillors who can attend arrive by 9.45am to allow Gary to do a briefing for this event. During the event it is important to try and get residents to engage and also to sign up for Theme Groups.

The Advisory Committee will review the open event at the November meeting and should turn out be low consider re-running this event at another date as aware that this weekend is the commencement of the school holidays.

Linda advised that several Stakeholder Consultees will be attending the open event

NHP/14

What Next

1. **Theme Groups** – Gary provided a document on the role of the Theme Groups and the breakdown of the Theme Group activities. There will be a facilitator allocated to each Theme Group and one Advisory Committee member on each group as well. There will be a Theme Group launch where there will be an introduction to the process and the work of the Theme Groups and time for the Theme Groups to get together and start to get to know each other and set dates for their future meetings
The main Theme Groups are as follows:
 - Housing and the built environment
 - Environment
 - Economic growth/community facilities/transport (this may split down further)
2. **Logo** – a logo was discussed and it was agreed that Mike and Linda would visit the school and give them an overview of the NHP and then announce the logo competition which will be run by the school
3. **Land Ownership** – There is a need to be aware of who owns land around the village to enable them to be consulted throughout this process. It was agreed that a map would be provided to the Parish Council and Councillor David James be approached to see if he can help identify ownership.
Linda advised that responses are being received from the letters sent to the Stakeholders and that she is acknowledging receipt and co-ordinating responses

NHP/15

Draft Programme

Draft programme has not changed and will be fluid as the process gains momentum

NHP/16

Funding Update

Rosie provided an update and advised that the £9500 grant has been approved and she has provided additional banking information requested. Next invoice from YourLocale will be sent to the Parish Council for their October meeting

NHP/17

Any other business: None

NHP/18

Date of future Meetings

8th November 2017
13th December 2017
10th January 2017
14th February 2017

Next Meeting 8th November 2017

Signed that the minutes are a true and accurate record

Chairman _____

Dated _____