

**RUDDINGTON
PARISH COUNCIL**

St. Peter's Rooms, Church Street,
Ruddington, Nottingham. NG11 6HA



Neighbourhood Plan Project Team Meeting

Date: Tuesday 14th January 2020
Commencing at 7:30pm.

Venue: St Peter's Rooms
Church Street

You are requested to attend a meeting of the above Sub-Committee which is to be held at the time/place and on the date mentioned above for the purpose of transacting the business on the agenda below. The order of business may be changed.

Please note: This meeting will be recorded.

A handwritten signature in black ink, appearing to read 'S. Doran'.

Clerk to the Council

AGENDA

1. Apologies for absence
2. Declarations of members' interests and dispensations from non-participation
3. To confirm the minutes of meeting held on 12th November 2019
4. MOTION FOR ADJOURNMENT - during the adjournment members of the public may make statements on agenda items
5. Action List Update (encl.-)
6. Consultation Responses Analysis – To discuss the consultation responses analysis progress
7. MOTION FOR ADJOURNMENT - Question & Answer Session (Maximum length 30mins)
8. Date of Next Meeting – 18th February 2020 - 7.30pm, St Peter's Rooms

Minutes of the Neighbourhood Plan Project Team meeting
Held at St Peter's Rooms on Tuesday 12th November 2019 at 7.30 p.m.

PCO =
Parish
Council
Office

Membership

	P Reedman	Chairman & Project Manager
	M Pinks	Secretary
A	Mike Ader	
	Tom Anderson	
	Helen Beal	
	Jennifer Boniface	
	Tom Flint	
A	Martin Brownett	
	Joanna Jagiello	
	Peter Johnson	
	Marshall	
	Jonathan Smith	
	Gavin Walker	

Persons absent are marked 'A'

Persons representing the Parish Council on other business are marked 'O'

Also in Attendance

Claire Dorans Parish Clerk

NP. 19/11/01 Apologies for Absence

None

NP. 19/11/02 Declaration of Member's Interests and Dispensations for non-participation

None declared.

NP. 19/11/03 Minutes

NP. 19/10/07 – Old Road should be inserted into the list of streets to be added.

NP. 19/10/08 – 'Would be' should replace 'was' in the first bullet point.

The minutes of the meeting held on 10th September 2019, having previously been circulated, subject to the above amendments were confirmed as a correct record and signed by the Chairman.

NP. 19/11/04 Motion for Adjournment

No members of the public present

NP. 19/11/05 Action List Update

An update on actions resulting from recommendations had previously been circulated.

The Project Team noted this information.

NP. 19/11/06 Regulation 14 Consultation Public Event

Paul Reedman had checked the boards used previously and 2 were suitable to be used again. A request had been received from Central West Bridgford Neighbourhood Forum who wished to attend the event to get some insight as to the process.

It was resolved that: Jennifer Boniface would purchase biscuits and milk for the event up to a value of £10.00

JB

NP. 19/11/07 Consultation Responses Analysis

Completed paper forms would be inputted by the Parish Office. The Parish Office would also produce and circulate a response collation template. The Parish Office would allocate each Project Team member in turn 5 completed responses for input into the template. Once the Project Team member had completed the template they would send it to another for Peer Review. The pairings for Peer Review were:

PCO

Mike Ader & Mark Pinks

Helen Beal & Jennifer Boniface

Gavin Walker & Tom Flint

Paul Reedman & Claire Dorans

Jonathan Smith & Peter Johnson Marshall

Martin Brownnett & Tom Anderson

NP. 19/11/08 Motion for Adjournment

No members of the public present

Dates of Next Meeting: 14th January & 18th February 2020 7.30pm at St Peter's Rooms

Meeting closed at 8.18pm

Chairman

Neighbourhood Plan Project Team Meeting Action List		Agenda Item 5 Updated to 8th January 2020
<p><u>NP. 19/09/07 Design Guide & Walkovers</u></p> <ul style="list-style-type: none"> • Tom Flint to produce Executive Summary text from Draft Neighbourhood Plan • Mark Pinks to format Executive Summary and add to web • Mark Pinks to set up Survey Monkey survey, to be simple comment box type 	<p>TF</p> <p>MP</p> <p>MP</p>	<p>Complete</p> <p>Complete</p> <p>Complete</p>
<p><u>NP. 19/10/08 Regulation 14 Consultation Strategy</u></p> <ul style="list-style-type: none"> • Hard copies of the draft plan would be available at St Peter's Rooms, The Village Hall, the Medical Centre, Library and local cafes • The focus groups were to be advised of the consultation • Borough Councillors and Developers of the large sites within Ruddington would be informed 	<p>PCO</p> <p>Project Team</p> <p>PCO</p>	<p>Complete</p> <p>Complete</p>

PCO = Parish Council Office

MA = Mike Ader

HB = Helen Beal

GW = Gavin Walker

TA = Tom Anderson

JB = Jennifer Boniface

TF = Tom Flint

PR = Paul Reedman

JJ = Joanna Jagiello

JS = Johnathan Smith

MP = Mark Pinks

MB = Martin Brownett

PJM = Peter Johnson Marshall