

WARNDON PARISH COUNCIL

Minutes of a meeting of an Extra Ordinary Meeting of the Parish Council held Tuesday 7th August 2018 at Lyppard Hub commencing at 7.30 pm

PRESENT: Councillors N Fielden (Chairman), R Harris (Vice Chairman), R Morris, A Taylor, D Merriman and L Morris

APOLOGIES: Councillors D Long, V Barrall. Apologies also received from County Cllr A Roberts.

DECLARATIONS OF INTEREST: None

The meeting was suspended at this point to allow members of the public to address the Council:

Members of the Neighbourhood Plan Steering Group, in attendance, thanked the PC for calling this meeting during August.

MATTERS DISCUSSED: Neighbourhood Planning

Cllr Taylor explained the decision taken by the Steering Group (SG) to appoint Consultants. Concerns raised by the PC were discussed and answered during the meeting and via previous email exchanges. Cllr Taylor had also circulated a 5 point proposal via email prior to the meeting.

There followed a Q&A session during which Cllr Taylor confirmed the interviews had taken place following three separate proposals received. Interviews were conducted by Cllr Taylor and the SG Chair.

Discussion then took place on the following matters:

- Engagement with Government Depts for expertise – options?
- Cost proposal by preferred Consultant – staged process / cost monitoring v progress made preferred
- Funding already received from Locality (£2K) – must be used as per application made however
- £2K NP budget allocation in PC budget 2018/19 - noted
- £9K Locality grant available (£7K remaining) – do we draw down remaining amount but only commit to approved elements of spend?
- Engagement of the Consultants to write the questionnaire – timeframes etc
- Examples from other NPSGs re their experiences – Pebworth / Kempsey
- Options for community engagement and possible actions following the consultation responses
- Financial & contractual obligations – essential to include the Proper Officer (Clerk). Also essential to have a staged approach / regular reviews.
- Operational matters within Local Gov't Financial Regs / NP Inspection process.

Following discussions on the above matters it was proposed by Cllr R. Morris that the PC agrees to the appointment of Brodie PA Consultants for drafting of the questionnaire and interpretation stages - up to £1500.00 expenditure to be taken from PC balances. Also that the PC agree to the £2000.00 printing expenditure to be taken from the 2018/19 PC budget. The £2000.00 grant acquired to be returned and Cllr Taylor to reapply for the £9000.00 grant available, to be released at technical stages and appropriate timescales. Proposal seconded by Cllr Taylor. All agreed.

There being no further business the meeting closed at 8.20 pm