

# WOLDS VILLAGES NEIGHBOURHOOD PLAN

## JOINT NEIGHBOURHOOD PLAN COMMITTEE

**Minutes of a meeting of the Joint Neighbourhood Plan Committee,  
a committee of Burton on the Wolds, Cotes and Prestwold Parish Council  
and Hoton Parish Council, held on Thursday 22<sup>nd</sup> September 2016 at 8pm  
at the Pavilion, Towles Fields, Burton on the Wolds**

**Present:**

Cllr Shields, Chairman - Burton on the Wolds, Cotes and Prestwold Parish Council (BPC)  
Cllr Eady, Vice-Chairman - Hoton Parish Council (HPC)  
Cllr Scott - (BPC)  
Cllr Cassell - (HPC)  
Hellen Jarvis (8:45pm to 8:50pm)  
Kathy Jones

Mrs Clare Blain - Clerk to BPC and HPC

**In attendance:**

Colin Wilkinson - Planit-X

**N28/16 To receive apologies for absence**

Apologies for absence were received from Edward Broughton, John Shuter, Cath Thomson, Cllr Hames (BPC) and Cllr Seymour (HPC)

**Resolved:** To accept the apologies of Edward Broughton, John Shuter, Cath Thomson and Cllrs Hames and Seymour.

**N29/16 Disclosures of interests, disclosable pecuniary interests, personal interests or personal interests that may lead to bias, to items on the agenda**

None.

**N30/16 To approve the minutes of the previous meeting, held 22<sup>nd</sup> August 2016**

**Resolved:** To approve and sign as a true record the minutes of the Joint Neighbourhood Plan Committee meeting held on 22<sup>nd</sup> August 2016.

**N31/16 Questions or comments from members of the public**

None.

**N32/16 Reports and proposals from Working Parties for the October public meeting**

**a) Environment** The working party has not yet had a meeting; Mrs Jarvis asks if someone else is able to lead this Working Party. Cllr Shields will speak to the other working party members to see if they will take the lead. Planning consultant Colin Wilkinson will attend the first meeting to outline what is required and the areas to focus on.

**b) Economy – Cllr Eady** A draft issues and options paper was circulated in advance of the meeting.

**c) Traffic & Transport – Mrs Scott** This working party is being looked after under the umbrella of the Facilities and Services Working Party, although a separate 'issues and options' document will be produced.

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**d) Housing – Cllr Shields** A draft issues and options paper was circulated in advance of the meeting.

**e) Facilities & Services – Mrs Thomson** The working party has not met since 18 August. Cllr Eady will contact Mrs Thomson to ask that a meeting urgently be arranged.

Colin Wilkinson will recommend a common format to be used by all working parties for their issues and options documents.

Mrs Jarvis arrived at 8:45pm and left at 8:50pm.

### **N33/16 To agree the practical arrangements for the October public meeting**

As three of the Working Parties have not begun the issues and options documents, it was

**Resolved:** To delay the public meeting until the new year, subject to the necessary work being completed.

### **N34/16 To agree the NHP communication from this meeting**

**Resolved:** To produce a communication document to be delivered to all residents, this will give top level feedback from the residents' survey. Mrs Jones will produce this and circulate for comments.

**Resolved:** To authorise up to £100 on printing costs.

### **N35/16 To agree the date for the next meeting of the Joint Committee**

The next meeting of the Joint Committee will be specifically to review the Working Parties 'Issues and Options' documents.

The meeting will be held in the week commencing 24<sup>th</sup> October, at a time when the Working Party lead members are available, at the Pavilion, Towles Fields, Burton on the Wolds.

The meeting closed at 9:15pm.

These minutes are a true and accurate record \_\_\_\_\_ Date \_\_\_\_\_  
Cllr R. Shields, Chairman