

# **KIMBOLTON NEIGHBOURHOOD DEVELOPMENT PLAN**

## **STEERING GROUP**

**Minutes of the meeting held at Hamnish Village Hall on 17th June, 2016**

### **PRESENT**

**Alison Beaumont (AB)**  
**Yve James (YJ)**  
**Caroline Proctor (CP)**  
**Kim Dando (KM)**  
**Matt Duggan (MD)**  
**Richard Knight (RK)**  
**John Wood (JW)**

**In attendance – Ian Culley (IC) – Planning Consultant**

#### **1. APOLOGIES FOR ABSENCE**

**They were received from Kevin Rowsell.**

#### **2. TO APPROVE THE MINUTES OF LAST MEETING**

**The Minutes of the Meeting held on 4<sup>th</sup> March 2016 were approved and signed.**

#### **3. MATTERS ARISING**

**There were none.**

#### **4. DECLARATION OF INTREST**

**There were none**

#### **5. FINANCIAL**

**AB reported that the Locality grant had been received. From it the invoice from Orphans Press for the website had been paid. Invoices from Kimbolton and Hamnish Halls and an interim Fee Account from IC had been received and were awaiting settlement by the Parish Council. Once paid the balance of the grant would be £2797.00.**

#### **6. CHARACTERISATION STUDY**

**Fieldwork on the Kimbolton village area had been completed and IC drew attention to areas that required further work, mainly the provision of supporting plans. IC to circulate copies of the fieldwork notes.**

#### **7. COMMUNITY QUESTIONNAIRE**

IC had circulated a draft Questionnaire prior to the meeting. The draft was considered in details and a number of modifications proposed. IC to amend the draft and circulate. It was agreed to hand deliver and collect the completed Questionnaires. YJ offered to print the Questionnaire. JW to recruit volunteers to augment the Steering Group and Parish Councillors who had agreed to help. It was planned to distribute the Questionnaire during July.

**8. EVIDENCE BASE REPORT**

IC tabled a skeleton draft Report.

**9. ANY OTHER BUSINESS**

There was none

**10. DATE OF NEXT MEETING**

Friday 22<sup>nd</sup> July at 7.30 pm at Hammish Village Hall

The Meeting closed at 9.45 pm.

APPROVED .....

ON .....