

# **KIMBOLTON NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP**

**Minutes of the meeting held at Hamnish Village Hall on 4<sup>th</sup> March, 2016**

## **PRESENT**

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

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

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

**These were received from KD and KR.**

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

**The Minutes of the Meeting held on 8<sup>th</sup> January, 2016 were approved and signed.**

### **3. MATTERS ARISING**

**There were none.**

### **4. DECLARATIONS OF INTEREST**

**There were none.**

### **5. FINANCIAL**

**AB reported that Locality had made a conditional Grant offer of £4,942 in response to our application for £5,192. AB was awaiting another form for completion before there would be a release of the Grant.**

### **6. WEBSITE**

**JW had met Orphans Press and the website was on track to go live in March.**

### **7. LAUNCH EVENT**

**The event would take place on Saturday, 23<sup>rd</sup> April between 10.30 am and 4pm in Kimbolton Village Hall. Flyers advertising the event had been distributed with the March edition of the Parish magazine. YJ agreed to produce A4 posters which would be displayed from the beginning of April. JW will investigate producing an advertising banner.**

**IC will prepare the necessary maps and material and JW will collect the “Planning for Real” kit from Herefordshire Council. Copies of the “Frequently asked Questions” leaflet would be available to take away.**

**AB agreed to organize a group to deal with the refreshments.**

**IC felt that 5 members of the Steering Group should be on duty through the day and JW agreed to draft a rota for discussion.**

#### **8. NEIGHBOURHOOD PLAN STATUS**

**IC gave a brief explanation of a Neighbourhood Plan’s importance in the determination of planning applications.**

#### **9. CHARACTERISATION STUDY**

**IC will hold a training session for Group members which will be held on Saturday 2<sup>nd</sup> April, meeting at The Lamb, Stoke Prior at 10 am.**

#### **10. ANY OTHER BUSINESS**

**IC demonstrated the computer software which he will use for mapping purposes.**

#### **11. DATE OF NEXT MEETING**

**Agreed to be held on Friday, 8<sup>th</sup> April at 7.30 pm in Hamnish Village Hall.**

**Approved ...JDW.....**

**On ...8<sup>th</sup> April 2016...**