

TWYFORD PARISH COUNCIL

Minutes of a meeting of the Neighbourhood Plan Sub-Committee held via Zoom on Tuesday 1st September 2020 at 7:00pm.

Present: Mr C Wickenden (Chair), Mrs B Ditcham (Vice-Chair), Mrs E Ashley, Mr M Bray, Mr J Jarvis & Mr R Mantel.

Minutes: Mrs Lynn Povey (Assistant Clerk)

1. **Public Questions** – None.
2. **Apologies** – None.
3. **Declaration of interest in items on the agenda** – None.
4. **Dispensations** - None.
5. **Matters arising & action points.**
 - 5.1 Discussion point on how to restart the Neighbourhood Plan - Mr C Wickenden provided wording to the Committee for approval prior to sending it out to the Working Group. The Committee were happy with the wording provided by Mr C Wickenden and the Assistant Clerk was asked to forward this communication via email – Responses & plan of action to be discussed at the next Sub-Committee Meeting. The Sub-Committee also confirmed that they wish for meetings to return to being held once a month and as previously scheduled, these will take place before the Planning & Amenities Meeting with the next meeting taking place on Tuesday 6th October at 7pm.
 - 5.2 Progress on funding (grants) – Mr C Wickenden, Mrs B Ditcham & Mr T Winchester. Mr C Wickenden confirmed that application process is underway and will be taken to both the September Finance Committee & Full Council for approval. This grant will fund a Neighbourhood Plan Consultant which will be in the region of £9000 among other expenses.
6. **Budgets & Expenses**
 - 6.1 Expenses to be approved – None.
7. **Minutes of the meeting held on 3rd March 2020 (sub-committee).**

Approval of the minutes proposed Mr J Jarvis, seconded Mr M Bray, carried unanimously.
8. **Correspondence circulated by email:**
 - 8.1 Grant and Technical Support eligibility update (10.08.20). Noted.
 - 8.2 Neighbourhood Planning Newsletter (10.08.20). Noted.
9. **Date of next meeting – Tuesday 6th October 2020 (Sub-Committee).**

Meeting Closed at 19:27