

TWYFORD PARISH COUNCIL

Minutes of a meeting of the Neighbourhood Plan Sub-Committee held via Zoom on Tuesday 3rd November 2020 at 7:00pm.

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

In Attendance: N/A

Minutes: Mrs Lynn Povey (Assistant Clerk)

1. **Public Questions** – None.
2. **Apologies:** Mr M Bray.
Absent: Mr R Abeywardana, Mr M Alder & Mr J Bowley.
3. **Declaration of interest in items on the agenda** – None.
4. **Dispensations** - None.
5. **Matters arising & action points.**
 - 5.1 Neighbourhood Plan Consultant – Leani Haim, Principle Planner of Oneill Homer. The Committee noted the appointment of the consultant.
 - 5.2 Progress on funding (grants) – Mr C Wickenden, Mrs B Ditcham & Mr T Winchester. Mr C Wickenden to submit funding request. Noted.
 - 5.3 Neighbourhood Plan Working Group – update. Mr C Wickenden summarised the main points following the Working Group meeting on the 2nd November:
 - Re-cap on the purpose of the Neighbourhood Plan and what was achieved by March 2020.
 - Mr C Wickenden to send out relevant documents all the Neighbourhood Plan members.
 - Discussed the appointment of the consultant. Mr C Wickenden to send out the consultant's proposal documents all the Neighbourhood Plan members.
 - Focus Group for members to attend on the 7th and/or 14th December 2020.
 - 5.4 White Paper – Planning for the Future (15.09.20). Deadline for comments to the consultation is the 15/10/20 for NALC and the 29/10/20 for GOV.UK. Minutes of the Zoom meeting circulated 09/10/20 and submission to the consultation made by Mr C Wickenden on behalf of TPC. Noted.
 - 5.5 Transparency and Competition (15.09.20). Deadline for comments to the consultation is the 16/10/20 for NALC and the 30/10/20 for GOV.UK. To be submitted by Mr J Jarvis.
6. **Budgets & Expenses**
 - 6.1 Expenses to be approved – None.
7. **Minutes of the meeting held on 6th October 2020 (sub-committee).**

Approval of the minutes proposed Mrs B Ditcham, seconded Mr J Jarvis, carried unanimously.
8. **Correspondence circulated by email:**
 - 8.1 Neighbourhood Planning Newsletter – October 2020
 - 8.2 Webinar - How to use a Neighbourhood Development Order to bring forward housing
 - 8.3 Email from Cllr Lindsay Ferris - Update on the Local Plan 26.10.20

The above correspondence was noted.

9. **Date of next meeting:**
 - Tuesday 1st December 2020 (Sub-Committee).**
 - Monday 4th January 2021 (Working Group)**

The above meeting dates were noted.

Meeting Closed at 19:28