

Lyonshall Neighbourhood Development Plan

Steering group meeting 31st January 2017, Wildwood, 7.00pm.

Present: Cllr Avery (Chair), R Addis, N Rowlatt & Clerk R Bissell.

1. Apologies.

Apologies were received and accepted from J Burgoyne & J Howard

2. Declarations of interest.

There were no declarations of interest received.

3. Minutes of meeting 24th January 2017.

The minutes of the meeting on 24th January 2017 were previously circulated and were approved unanimously and signed.

4. Interview consultant

The group welcomed Louise Kirkup from Kirkwells and thanked her for attending. Cllr Avery led with an introduction and updated her with the current situation with Lyonshall NDP and how the group wished to progress with support of consultants for advice. Miss Kirkup presented her wide experience and knowledge in planning and Neighbourhood plans she has been involved in, both locally and countrywide, as well as the earlier work provided for Lyonshall Steering group in 2014. This knowledge and experience showed when questioned about further progression for the NDP in Lyonshall.

The Clerk advised the final two consultants recommended by local clerks for interview are unavailable for further work due to current commitments leaving no further options. The group agreed to discuss and decide an appointment at the next meeting from those already interviewed.

5. Correspondence.

The Clerk reported grant funding sessions on offer at Herefordshire NDP department for those looking to obtain the DCLG £9000 for 2017/18. The group agreed funding would be applied for and decided not to attend this time.

Stephanie Kitto forwarded a copy of the Service Level Agreement to be signed and returned. This is an administrative form required which didn't appear to be completed at the early stages of designation. Cllr Avery signed, Clerk to forward for completion.

6. A.O.B.

The group briefly discussed the settlement boundary and the clerk will forward maps on file and investigate further purchases

7. To Agree date for next Steering group meeting.

The next Lyonshall Neighbourhood Plan steering group meeting will be on **Tuesday 7th February 2017 at 12.30pm at Wildwood.**

Meeting closed 2.45pm.

Signed.....

Date.....