

Agenda item no.	
Report to	Burwash Parish Council
Subject	Neighbourhood Plan update report
Date	8 <sup>th</sup> August 2017
From	Neighbourhood Plan Working Group

## **1. Background**

- 1.1 This report updates the Parish Council on the progress made to date on the Neighbourhood Plan (NP) and seeks approval for various items which have arisen out of recent discussions with our expert consultant, Donna Moles.
- 1.2 This meeting will also receive a further update from our most recent meeting which will be a workshop designed to set out the visions and objectives for the Plan. This session is scheduled to take place on the 7<sup>th</sup> August.

## **2. Working Group meeting on 31<sup>st</sup> July 2017**

- 2.1 The working Group met with our expert consultant, Donna Moles on 31<sup>st</sup> July 2017 in the Internet Café. Working Group members present were Cllrs Caulkin, Kenny, Elmslie and Moore. The Group was supported by Mary Clarke. Apologies were received from Cllr Durrant and the Chairman, Mark Napier. It was agreed to proceed with the meeting even in the absence of the Chairman who will be fully briefed on his return.
- 2.2 Mary Clarke advised that the NP Grant had been formally approved and that once she had provided the bank details and signatory information to the DCLG that the grant in the sum of £8,700 would be paid to the Parish Council.
- 2.3 Donna Moles (DM) took the Group through the various stages required in order to achieve our objective of obtaining approval for a Neighbourhood Plan. The first key stage of this is to agree the overarching vision and objectives for the Plan. DM suggested that in order to try to pull back some of the slippage on the original timetable that a workshop be held as soon as possible. It was agreed that this would be held on the 7<sup>th</sup> August and would consider the information collected so far and produce a draft vision and objectives for the Neighbourhood Plan. This session would also identify the number of sub groups required to assist in this task.
- 2.4 Following this session the Group will report back to the Parish Council to seek agreement to the outcomes from this meeting. This would then allow the Group to use the two Parish Fairs to consult on the vision and objectives and hopefully recruit suitable local volunteers to serve on the sub groups. This approach will allow us to consult at the two biggest community gatherings each year within the Parish and claw back some of the lost time against the original timetable.

## **3. Matters for Decision**

- 3.1 DM also advised that in order to move the Neighbourhood Plan forward efficiently, Councillors should be asked to resolve the following proposals:

- a. that an item is included on all future Parish Council agendas to allow an update report on the NP to be made.
- b. that a standalone website is set up for the NP process (with links to the Parish Council website) in order to ease access for the public and encourage wider community engagement. This is the practice that has been adopted by most Parish Councils.
- c. that the Working Group can incur expenditure from the NP grant up to a maximum of £500 for the production of suitable displays for use at the two Parish Fairs.
- d. to receive the update report from the Working Group meeting on 7<sup>th</sup> August and consider the outcomes from this meeting