

Minutes of the 13th Meeting of the Lawshall Neighbourhood Plan Team Lawshall Village Hall, 07/09/17, 7.30pm

In attendance:

NPT members (first-tier): Ric Edelman (chair), Karen Wilcox (secretary), David Page (treasurer), Laura McClelland (pr), Tom McClelland, Bryan Adams, Andy Irish (pc), Claire Osborne, Cathy Acheson (late arrival), Jamie Whatley (late arrival)

Non-members: Paul Bryant (Babergh DC), Dorothy Griggs, David Griggs, Richard Livall

1. Preliminaries

• Apologies:

John Kent, Lucy Kent, Debbie Thomas, Laura Williams, Emily-Rose Debenham, Jon Kydd

• Declaration of Interest:

None declared

• Welcome:

Ric welcomed Paul Bryant, and thanked him for all his hard work, assistance and partnership.

He also conveyed his thanks to Bill Newman.

• Minutes of last meeting:

These were agreed and signed by the Chair.

• Matters arising:

All actions completed.

2. Countdown to Referendum

- Paul Bryant was asked to outline the process now leading up to the referendum. Paul reported that Babergh Cabinet had met this morning and they had agreed the recommendations by the examiner. Lee Parker the portfolio holder recognised the team's hard work and congratulated the team on producing the plan. Paul reported that the cabinet voted to go to referendum. Process is outlined at the link below.

<http://baberghmidsuffolk.moderngov.co.uk/documents/s7066/BCa1718.pdf>

- Polling Day will be October 19th.
- The votes will be counted on October 20th

- The results are then presented in a report to Council who is formally asked to adopt the Lawshall plan as part of the District's Development Plan. Regulation states that the Plan must be 'made' within 8 weeks of the Referendum.
- Babergh take the lead on the election but we can advise but not influence the residents.
- Laura Mc outlined a suggested PR strategy.
- There was a unanimous decision not to use estate agent boards but to design our own. Flyers will be delivered around Sunday 8th October. These will encourage residents to come and vote but not campaign for a 'Yes' vote.

Action: Volunteer list to be put together for Jamie who agreed to act as Postmaster General
Karen

Viewing points will be at: The Swan
 The Village Hall
 The Foundry

More information on the Parish Council website.

<http://lawshall.onesuffolk.net/neighbourhood-plan/>

3. Winding up Finances and Funding

- Ric reported from Debbie that the 3rd locality grant needs to be spent by mid-November.
- David presented his report:
Including the VAT rebate the balance at 7/9/17 is £1,536.11, he outlined the forecast of expenses which leaves some balance which was discussed. Those present felt that the majority should go to Ian Poole as he had waived some fees previously whilst funds were not available.
- After the referendum the team need to meet to close business and step down. The Plan sits with the Parish Council as the NP team are a sub group.

Action: Karen to send out a poll of teams and PC councillors' availability end Nov/Dec

4. Completions

- **AOB:**
Request from Richard Livall that as the NPT terms of reference & mission statement say that the Declarations of Interest are on the website they should be posted there before the referendum. It was also stated these would be reviewed 6 monthly.

Action: Karen to return all DoI forms to the individual for updating if required. Then they will be put onto the website. Any member of the NP Team who is also a Parish Councillor already have theirs on the Parish Council website.

Following Mr Livall's further concern, a discussion took place as to whether a more detailed declaration needs to be completed. It was felt strongly that the form used was comprehensive enough. All planning applications go through the Parish Council and all councillors have to declare an interest on each individual agenda. The Parish clerk holds this information.

Mr Livall was asked by Cathy, why he had left this so late in the day to raise this, why he had chosen now and what was it that should have been included in the declaration of interest forms that was not. He refused to answer all the questions posed and said he did not wish to be confrontational. Cathy asked for this to be minuted.

Ric closed the meeting by saying that he would word something for the Parish Council so that they could make a final decision on the idea of a more detailed declaration.

Paul Bryant requested that after the referendum he would like the team to jot down what things went well and any advice they would give to others. It was agreed that this would be done at the final NPT meeting and that he, Ian and Rachel will be invited to attend.

Meeting closed at 8.45 pm

- **Date of next PC meeting - 12th September 2017**
- **Date of next NPT meeting - TBA**