

# **Arthingworth Neighbourhood Plan Advisory Committee Meeting**

**Zoom meeting held on Monday 26<sup>th</sup> October 2020**

**The meeting was recorded**

## **Present:-**

Gary Kirk (Your Locale),  
Lynne Partridge (Clerk),  
Lesley Sanderson (PC) - Chairman  
John Harris (PC)  
Grace Harris (MofP)  
Tony Sanderson (MofP)  
Michael Kennedy (PC)  
Georgina Read (PC)  
Sue Handy (PC)

## **Apologies:-**

Bernadette Kennedy (PC)  
Gary Lunt (MoP)

## **Declarations of Interest:-**

SH declared an interest in land ownership as her husband owns land in the area and local land is rented by the farm.

## **Minutes of the Meeting held on 28<sup>th</sup> September 2020**

- a) The draft Minutes were amended as follows – it was recorded in error that LS seconded the appointment of chairman – this should read MK seconded.
- b) There were no matters arising not on the agenda.

## **Draft Terms of Reference:-**

It was discussed whether the Terms of Reference should be amended.  
GK felt that the original draft was clear and adequate.  
It was proposed (SH) and seconded (JH) that the original version should be adopted.

**ACTION** – Clerk to add to the next PC agenda.

## **Funding Update**

It was established that the bids prepared by GK must be submitted within 15 days.  
It was agreed that it would be preferable for invoices submitted by Locality be paid in between meetings. The invoices will only cover work carried out.

**ACTION** – The clerk to forward the cost profile as forwarded by G Kirk for approval by the PC.

The clerk to ask the PC to approve submission of the funding bid and payment of the invoices in between meetings.

## **Next Steps Reporting Back**

### **a) Vision Statement**

A 'holding' statement had been prepared by MK and TS showing the information required to form the full statement. GK suggested that more information should be added in order for development to take place as the plan progresses.

**ACTION** MK and TS to add more content.

### **b) Logo**

No update

**c) Questionnaire**

**ACTION** A meeting arranged for 12<sup>th</sup> November for the group (JH/GH/GR/LS) to start formulating the document using the sample documents provided by GK  
The draft to be discussed at the next meeting

**d) Land Ownership**

A map has now been obtained and work is progressing.

**ACTION** SH to continue establishing land ownership and contact details and compiling a list.

**e) Local Stakeholders**

**ACTION** GK to forward a list of statutory stakeholders in due course  
A list of local stakeholders also to be compiled e.g. local businesses etc.

**f) Communication (Internal and External)**

**External** – LS to send minutes to the village email group. GK suggested posters, newsletters, social media etc.

**Internal** - This was discussed and it was decided a form of file sharing should be established e.g. Dropbox and a Whatsapp group set up to enable better communication.

**ACTION** Clerk to set up a shared Dropbox  
GR to set up a Whatsapp group

**g) History of the Parish**

A book 'History of Arthingworth' is available and information is also included in the VDS.

**ACTION** TS to write a history from the above documents.

**Date of Next Meeting**

Tuesday 1<sup>st</sup> December 2020 at 7.30pm via Zoom