

# MUCH MARCLE PARISH COUNCIL

## Report of the Neighbourhood Working Party held in the Memorial Hall on Wednesday 23<sup>rd</sup> October 2013

### Present:

**Councillors** T Weston B Morgan

### Also Present

J Brierly A Carlton (New member)  
J Finnegan S Fleming  
C Monkley S Rose  
R Yorke J Weston  
D Baldwin Clerk to the Council

1. **Apologies for absence** -: Apologies were received and accepted from E Bannister Herefordshire Council, Cllr B Durkin, Cllr A Taylor, K Cotton, T Jordan, J Marsden, J Wood and H Woodman.

2. **Appointment of Clerk to the Neighbourhood Plan Working party**

Members were asked to consider the appointment of a Clerk to the Neighbourhood Plan Working Party. The Clerk to Council explained that it would involve a large amount of work and would require consulting with and reporting to the Parish Council. The Clerk to Council offered to remain until a replacement could be found.

**Recommendation: That the Parish Council consider and approve the appointment and salary of a Clerk to the Neighbourhood Plan Working Party.**

3. **Review of Much Wenlocks Neighbourhood Plan.**

Members reviewed the submitted Much Wenlock NP and noted the topics, contents and format of their plan. Although some areas would not be relevant to Much Marcle it gave an overall idea of what the working party needed to achieve.

4. **Outline plan**

The Clerk informed members that in order to obtain an A3 Parish map they would need to sign up to the Public Service Mapping Agreement (PSMA). This service is free of charge and a map would be extremely beneficial to the NP working party.

**Recommendation: That the Parish Council approve the signing up to the Public Service Mapping Agreement (PSMA) and instruct the Clerk to submit the application.**

It was suggested that hard copies of the section relevant to Much Marcle of the Core Strategy should be made available to members. Cllr T Weston offered to print off copies for the next meeting.

**Action: Cllr T Weston to print off copies for the next NP Working Party meeting.**

Members considered the construction of an outline for plan and recognised the need for the plan to be readable and transparent. Mr A Carlton, who is a Chartered Surveyor, offered to draft an essay, in conjunction with Ms J Weston, with his suggestions and structure of a plan and bring it back to the working party for their consideration.

**Action: Ms J Weston and Mr A Carlton work on a draft essay for presentation and consideration at the next NP Working Party meeting.**

5. **Focus Groups**

To be considered after the draft essay has been considered.

## **6. Funding**

The Clerk informed the Working Party that in order for the Parish Council to budget for the costs of administering and producing a Neighbourhood Plan, members needed to put forward a suggested budget for the next financial year. Also that the Parish Council be requested to apply for Local Government funding.

After consideration it was suggested that figure of £500 be recommended and also that a Local Government Grant be apply for.

**Recommendation: That the Parish Council approve the budget of £500 for the administration and construction of the Neighbourhood Plan and also apply for a grant from Local Government Funding.**

## **7. Any other matters**

It was suggested that a Vice Chairman should be considered to stand in for the Chairman if he was unable to attend.

It was proposed, seconded and agree unanimously that Ms J Weston be elected as Vice-Chairman.

The next meeting is currently scheduled for Wednesday 11<sup>th</sup> December in the Village Hall at 7.30pm.

**Meeting closed at 8.30pm**