

MINUTES OF DUNCHURCH PARISH COUNCIL

Neighbourhood Planning (NP) Committee

Minutes of Meeting Number 1 of the Dunchurch Parish Council Neighbourhood Planning Committee held in The Community Library, School Street, Dunchurch, Thursday 12th April 2018 Meeting commenced at 8.00pm

PRESENT:

Robin Aird
Steve Fancourt
Erica Milwain

Melvyn Macartney
Des Nutt
Tony Davies

Miss L Foster Parish Clerk

OTHERS:

1. ELECTION OF CHAIRMAN

Robin Aird was proposed as Chairman by Melvyn Macartney, seconded by Steve Fancourt and agreed by all present. Robin Aird accepted the nomination.

2. TO ACCEPT APOLOGIES FOR ABSENCE

none

3. DECLARATIONS OF INTEREST ON ITEMS ON THE AGENDA

none

4. TO RECEIVE CHAIRMANS DECLARATION OF ACCEPTANCE OF OFFICE

Robin Aird accepted the nomination and signed the declaration of acceptance of office. The declaration was also signed by the Proper Officer.

5. TO AGREE DATES AND VENUE OF MEETINGS FOR THE YEAR

Robin Aird proposed that the meetings be held on a Tuesday evening each month at 7.00pm with meetings for the next couple months likely to be held every 2 weeks and then once per month following this. This was seconded by Des Nutt and agreed by all present.

6. TO APPOINT COMMITTEE MEMBERS

The following members have resolved to join the NP committee: Des Nutt, Melvyn Macartney, Tony Davie, Steve Fancourt and Erica Milwain.

7. TO RECEIVE THE COMMITTEE MEMBERS DECLARATION OF ACCEPTANCE OF OFFICE

All members signed the declaration of acceptance of office and each declaration was signed by the Proper Officer.

8. TO RESOLVE TO ADOPT THE CODE OF CONDUCT

This was proposed by Robin Aird, seconded by Steve Fancourt and agreed by all present. Each member signed the code of conduct.

9. MEMBERS TO REGISTER PECUNIARY INTERESTS

All members to complete the declaration and return to the proper officer.

10. MEMBERS TO APPROVE AND ADOPT TERMS OF REFERENCE

This was proposed by Des Nutt, seconded by Melvyn Macartney and agreed by all present.

11. MEMBERS TO ADOPT DATA PROTECTION AND CONFIDENTIALITY POLICY

This was proposed by Robin Aird, seconded by Steve Fancourt and agreed by all present.

12. MEMBERS TO ADOPT STANDING ORDERS

This was proposed by Robin Aird seconded by Tony Davies and agreed by all present.

13. DISCUSSION OF NEIGHBOURHOOD PLAN REQUIREMENTS

Members were concerned about data protection. They were reassured all members will receive a new Parish Council email address for all NP work and shared folders to allow all members to access.

Robin Aird will contact Sophie leaning at Rugby Borough Council to discuss our neighbourhood plan.

Tony Davies will contact neighbouring parishes for any information regarding their progress regarding plans.

Melvyn Macartney will contact RBC regarding vibrations in the village of Dunchurch.

Next meeting to be held 24th April 2018.

Apologies from the Clerk and Melvyn Macartney.

THE MEETING CLOSED AT 9.10PM

Signed Chairman:

Dated: