

**THE MINUTES OF THE MEETING OF THE NEIGHBOURHOOD PLANNING COMMITTEE HELD ON THURSDAY 5<sup>TH</sup> OCTOBER 2017 AT 6.30PM IN THE CIVIC OFFICES ON FEN LANE**

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**Present: Councillor R Little (Chairman)**  
**Councillors: B Jackling P Driffill Mrs P Whittaker**

Mrs S Green – Committee Clerk

**1. ELECTION OF CHAIRMAN**

**AGREED** Proposed by Councillor Driffill, seconded by Councillor Mrs Whittaker  
That Councillor Little be duly elected Chairman  
**Unanimous**

**2. ACCEPTANCE OF APOLOGIES FOR ABSENCE**

Councillor Charters (Personal)

**AGREED** Proposed by Councillor Driffill, seconded by Councillor Mrs Whittaker  
To accept the apologies of Councillor Charters  
**Unanimous**

**3. ELECTION OF VICE CHAIRMAN**

**AGREED** Proposed by Councillor Little, seconded by Councillor Mrs Whittaker  
That Councillor Driffill be duly elected Chairman  
**Unanimous**

**4. DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTEREST**

None declared

**5. APPROVAL OF MINUTES DATED 16<sup>TH</sup> MARCH 2017 AND 29<sup>TH</sup> MARCH 2017**

As it is not possible to approve the minutes at this meeting, they will be placed on the next agenda for approval.

**6. BUDGET UPDATE**

The Chairman advised that 12 hrs work had been carried out on Regulation 14 by the Planning Consultants during August leaving £4,400 remaining in the budget. There will be a further cost of 30.75 hrs work carried out during September and to date 9.75 hrs in October with further work required on the Conditions Statement and Consultation Statement.

**7. APPROVAL OF BASIC CONDITIONS STATEMENT AND CONSULTATION STATEMENT TO SEND TO NKDC FOR FURTHER PUBLIC CONSULTATION**

All Members had received a copy of the Regulation 14 Consultation table which has been cross correlated to other documentation by the Planning Consultants who will complete the Basic Conditions Statement and Consultation Statement for approval at a meeting to be held by the Committee on 18.10.17 for submission to NKDC.

**Proposed by Councillor Mrs Whittaker, seconded by Councillor Driffill**  
To approve the Regulation 14 Consultation Table as presented.  
**Unanimous**

**AGREED**

**8. TO MAKE RECOMMENDATIONS FOR FURTHER MARKETING OF THE HYKEHAM NEIGHBOURHOOD PLAN TO RAISE PUBLIC AWARENESS**

The Chairman suggested that an article be submitted to the Hykeham Gazette and Witham Herald and that a further leaflet distribution take place.

**9. DATE OF NEXT MEETING**

Will be held on 18.10.2017 at 19.30

The meeting closed at 18.55.