**HOUGH ON THE HILL PARISH COUNCIL**

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**Chairman: Councillor Mrs S Morgan**

**NEIGHBOURHOOD PLAN PROJECT TEAM**

**MINUTES OF MEETING HELD 9th December 2013**

The sixth meeting of the Hough on the Hill Parish Council Neighbourhood Plan Project Team was held on Tuesday 29th October 2013 at Stoney Oak, Hough Road, Gelston.

**Present:** Roger Kingscott (RK), Parish Councillor

 Jane Orchiston (JO), Parish Councillor

 Marilyn Taylor (MT), Resident

 John Halton (JH), Resident

Penny Milnes (PM), Resident

 Roger Twelvetrees (RT), Resident

**Apologies:** Louise Barrett(LB), Resident

1. **Public Forum**

One member of the public was present; he suggested that in future members of the public should be asked if they have any questions or comments at the end of each item instead of the ‘Public Forum’ section at the beginning of the meeting. AGREED

**2. Declarations of Interest**

None were declared.

**3. Remaining Vacancy on the Team**

There is still one vacancy on the NPPT.

**4. Minutes of Meeting held 29th October 2013**

Agreed as a true record. Under matters arising:

(a) RK confirmed that the NP website had been hacked (thus explaining why people had experienced difficulties in accessing it); problem now resolved.

(b) Parish Council had now formally accepted the LCA final report, and also agreed that the NPPT can appoint Globe consultants at the fee level detailed in the approved grant.

(c) Aims & Objectives Review: considerably updated now, but still sections missing:

- **Transport & Movement:** JH completing this

- **Services:** addit info from JO to be added, plus info on water, broadband, etc

- **Maps:** agreed need to show maps with key buildings/features/views marked onto them; JH can supply; mapping teams:

 **Gelston**: PM & JO **Hough**: RT & MT **Brandon**: RK & JH

(d) Letter to landowners still outstanding. List almost complete. Agreed MT to proceed.

(e) 3 replies received from utility companies, all just general, stock replies.

(f) Letter received from Karen Sinclair, SKDC (previously circulated). Noted no Housing Needs Assessment required unless we allocate sites for affordable housing.

(g) MT needs to confirm owners of Loveden Hill and inform them of Local Green Space proposal before we go public on this.

**5. Meeting with Conservation Officer**

Very positive meeting with Conservation Officer. Hough Conservation Area re-appraisal report imminent. She has contacted EH about Loveden Hill becoming a Scheduled Ancient Monument. Very keen for us to compile a list of ‘non-designated buildings of note’ for inclusion in the NP. Could be a time-consuming process given that she would wish us to follow a clear procedure of selection through criteria and a Panel to decide. JH suggested quicker for us to do this as part of mapping (see (4(c)) above).

**6. Proposed Leaflet and Questionnaire**

Discussion of draft and various proposals for amendment to be incorporated by MT. This would be printed by LB and ready for distribution in early Jan. Door to door approach much more effective and should be done where NPPT members willing.

**7. Arrangements for January Public Meeting**

 Agreed revised date of Saturday 25th January from 11am for two hours.

**9. Date of Next Meeting**

 **Tuesday 7th January at 6.30pm; to be held at the home of John Halton**

 **Church View, Church Lane, Brandon NG32 2AP**