

## Wessington Neighbourhood Plan Group

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Minutes of the meeting held on the 13<sup>th</sup> June 2016 at Christ Church, Wessington at 7pm

Present: Cllr Harry Shingleton (HS), Cllr Kevin Ryan (KR), Judith Cobb (JC), Chris Allot (CA)  
Charles Allot (CHA), Gill Stables (GS), Sue Monk (SM), Joe Dugdale (JD)

Also present: Cllr Samantha Beastall (SB) as Clerk and 1 member of the public David Sparkes

1. To receive apologies for absence: None.
2. Election of Chair and Vice Chair: I was agreed unanimously that Cllr Harry Shingleton would take up the role of Chair and Cllr Kevin Ryan become Vice Chair for the next 12 months.
3. Declaration of Members Interests: None.
4. David Sparkes felt able to attend the meeting as it was advertised on the Agenda that it was a 'Public meeting' so it was agreed that this section be included in Agenda's going forward.
5. Minutes: To confirm the previously circulated Minutes of the Neighbourhood Plan Meeting held on Monday 23<sup>rd</sup> May 2016 are approved as correct.
6. To consider the draft constitution: (HS) Ran through the purpose of the document to ensure every ones understanding and approval, it was agreed that the document be approved with some minor amendments.
7. To Consider the amended resident's questionnaire: It was agreed that 2 additional questions are to be added regarding Agricultural Policy and Special Features to include an explanation of Heritage.
8. IT matters - Drop Box, Survey Monkey, links to WPC Website: It was agreed that the Clerk should take on these duties in due course, (SB) will make enquires to the cost of adding an additional page to the Parish Councils Website specifically for the WNHP.
9. Strengthening team: It was agreed that this be kept open should people want to join.
10. Grant Funding: The Funding form has to be completed and submitted to the Parish Council on the 21<sup>st</sup> June.
11. To consider a system for proper management of evidence and electronic files: A discussion will take place with the Parish Council at the meeting on the 21<sup>st</sup> June to 'Buy' some of the Clerks time so Catherine Hedley can cover the Administration duties for WNHP over the coming Months.
12. Cllr Alex Fisher: Alex has resigned from the committee due to ill health, Alex originally instigated the whole process, WNHP is grateful for his time, energy and drive.

Next meeting's 24<sup>th</sup> June at 1pm at Christ Church, followed by 27<sup>th</sup> June at 7pm at Christ Church