

**Minutes of the Neighbourhood Plan Committee – 25<sup>th</sup> July 2016** (Meeting commenced at 6:00pm)

1. **Chairman’s opening remarks: None**
2. **Attendance Register**  
**Present:** David Ainslie (Chair), David Casewell, Ron Simpson, Edward Baines, Andrew Dighton, Christine Edwards, Phil Wignell, Chris Merricks, Stephen Taylor, Mark Shaw and Richard Reeve
3. **Apologies for Absence** – Lucy Stephenson – these were noted.
4. **Declaration of Members Interests and Requests for Dispensation: None**
5. **To confirm the minutes of the Neighbourhood Plan Committee on Monday 11<sup>th</sup> April 2016.**  
**Resolution:** Minutes recommended to be approved. Proposed by David Casewell, seconded by Phil Wignell, 5 in favour and 5 abstentions.
6. **To receive nominations for the post of Deputy Chair for the Neighbourhood Plan Committee and to decide upon a candidate to recommend to full council for endorsement.**  
**Resolution:** Ron Simpson proposed Edward Baines, seconded by Mark Shaw. In the absence of any further nominations Edward Baines was duly put forward as the committee’s recommendation to Full Council.  
Richard Reeve joined the meeting at 6:20pm
7. **To finalise a list of community groups and organisations in Uppingham with whom the Clerk will correspond seeking nominations.** The following community groups and organisations will be approached by the Clerk for nominations:
  - *Uppingham First*
  - *Residents’ Associations*
    - *Beeches Residents Association*
    - *Limes, Firs & Spurs Residents Association*
    - *Branston Road Residents Association*
    - *Manor Hill Management Group*
  - *The Uppingham Town Partnership*
  - *Schools*
    - *Uppingham School*
    - *Uppingham Community College*
    - *Leighfield Academy*
    - *Uppingham C of E*
  - *Churches Together*
    - *St. Peter’s & St. Paul’s*
    - *Uppingham Methodist Church*
  - *Youth Organisations*
    - *Scouts / Cubs*
    - *Brownies / Girl Guides*
  - *Uppingham Neighbourhood Forum*
  - *Uppingham Business Forum*
  - *Engage with Rutland County Council about attendance from a representative.*
8. **Discuss and consider key deliverables for the committee to build into the Uppingham Town Council, ‘Visions, Aims & Objectives Plan’ for 2016/17.**

Updates to the priority schedule for this committee are as follows (NP009 to NP012):

Ref.	Topic / Project	Mini-Project / Description
NP001	Developer Engagement	
NP002	Landowner Engagement	
NP003	Maintaining Public Awareness	Public Forums
		Newsletters
		Website
NP004	Transition Arrangements	Move from sub-committee of Planning to standing committee
NP005	Post Annual Council Meeting	Town Representatives
		Deputy Chair & Delegates
NP006	Review of CIL schedule in existing Neighbourhood Plan	
NP007	Uppingham Town Centre & Business Zone Task Group	Understand any future working relationship with the Uppingham Town Centre & Business Zone Task Group.
NP008	Visions, Aims & Objectives	Feed into overall UTC statement
NP009	Deliver an updated Neighbourhood Plan	
NP010	Review of policies, proposals and general progress of the existing plan.	
NP011	Establish a Neighbourhood Plan Timeline to support NP009	
NP012	Establish and agree RCC representation on this committee	

- Neighbourhood ‘Champion’ updates to become a standing item for the agenda going forward.
- Feedback is sought from attendees on the CIL content on P29 of the Neighbourhood Plan. Emails to be sent to Neil Wedge to collate ideas.

9. **Discuss how the Uppingham Town Centre & Business Zone Task Group will work with the Neighbourhood Plan Committee.**

Proposed that the Neighbourhood Plan Committee have a short presentation followed by a Q&A session at the next meeting. Meeting date to be scheduled for late August.

10. **Consider a response to RCC’s Nick Hodgett in relation to the Uppingham Neighbourhood Plan and the response given in relation to an application recently on Leicester Road.**

Clerk to respond to Nick Hodgett stating that housing density should comply with the Neighbourhood Plan or be significantly closer to the density required. Additionally that a single point of access to the named site would be suitable in this circumstance.

Meeting closed at 07.33 pm.