

KIRKBY MALZEARD, LAVERTON AND DALLOWGILL PARISH COUNCIL

NEIGHBOURHOOD PLAN STEERING GROUP MEETING

Minutes of the meeting held by video conference on 03 August 2020

Steering group members present: Cllr Howard Mountain (Chair), Mr Peter Cooper, Mrs Claire Walker, Cllr Alan Brownlee and Cllr Jane Aksut. No members of the public present.

The meeting commenced at 7.30pm. It was held remotely using video conferencing methods in accordance with legislation set out in 'The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

1. Welcome. Receive and Approve Apologies. Declarations of Interests.

The Chair confirmed that everyone was familiar with procedures at remote meetings and ensured that all persons attending could hear and be heard. Apologies were received and approved from Mr Michael Jordan, Mr Mike Hurford and Cllr Peter Saxon. There were no Declarations of Interests by Members.

2. Approve Minutes of previous meeting.

The Minutes of the Meeting held on 10.06.20 were approved as an accurate account and signed as such by the Chair.

3. Action Points (where not dealt with elsewhere on Agenda).

- a) Project Plan – agreed that no update is to be prepared until all lockdown measures are lifted.
- b) Obtaining hard copy of Local Plan. HBC are not providing any hard copies for sale. It had been established that the cost of having a copy printed from pdfs on the HBC website would be approx. £35. It was agreed that at this stage the SG would continue to refer to the document on-line.

4. Funding.

HM confirmed that the grant for 2020/21 of £4000 had now been received.

5. Public Consultation

- a) Minor revision agreed to Q36 to broaden the scope of the question so that views on the usefulness of enabling off-road cycle routes to also accommodate horse-riders could be established. No other revisions are to be made.

Signed.....

Date.....

Quotes from Beyond Digital were approved for designing and printing the Public Consultation document, subject to formal approval by the Parish Council. It was agreed that each copy would be individually numbered to enable easier tracking and analysis of responses. **Action: HM to forward document to be designed for approval at next meeting.**

b) Due to continuing limitations caused by the coronavirus pandemic it was decided to defer proceeding with the distribution of the pre-consultation flyer. The matter will be reviewed at the next meeting.

6. Stakeholder Consultations

For the reason referred to in 5b above these are to remain on hold.

7. Any other business (items to include on Agenda of next meeting).

None.

8. Date of next meeting.

The next meeting will be held remotely on Monday 14 September commencing at 7.30pm.

The meeting finished at 8.20pm. Minutes were taken by HM in the absence of the Clerk.

PARISH CLERK: Victoria Preston, 17 Cypress Gardens, Ripon HG4 2LT. Tel:07725 801675.
Email: clerk.kmldpc@outlook.com Agenda, Minutes and other information available on Neighbourhood Plan and Parish Council pages of Kirkby Malzeard Area community website : www.kirkbymalzeardarea.org.uk Facebook: @kmldpc

Dated 07.08.2020

Signed.....

Date.....