

## **Neighbourhood Plan Steering Committee Meeting** – 8<sup>th</sup> February 2014

Held at: The Croft, Old Hall Lane, Fradley

Acting Chairman: Bob Carruthers

### **Minutes**

**Present:** Bob Carruthers (Acting Chairman), Cllr. Simon Roberts, Rachel Shinebaum, Jane Piper, Darrell Baumber, Richard Fish, Teresa Walters

#### **1. Airing any differences between the group and dealing with past events**

The Committee members openly discussed a range of subjects, sharing and airing thoughts and opinions that felt important to discuss at this time. One of these topics was the resignation of Derick Cross as Chairman of the group (further discussed under section 5 on the agenda). Darrell Baumber admitted that he had handed in his resignation to ex-Chairman Derrick Cross after the last SC meeting on Wednesday 29<sup>th</sup> January. As most of the group were unaware of this (as Derrick Cross had not passed on this information to SC members) it was unanimously voted by the Committee for Darrell Baumber to continue with his role on the Committee. He accepted to remain on the Committee.

The conclusion of these discussions was that the Steering Committee were all happy to continue to work together to develop the Neighbourhood Plan. Committee members are 100% committed to the idea that the Neighbourhood Plan will be driven by residents. SC Members will be purely fulfilling an ambassadorial role as representatives of the residents of Fradley, not to make decisions on behalf of them without proper consultation.

With regard to past events, the role the Parish Council played in approving the Hay End Lane development in April 2012 was discussed, along with their subsequent disapproval in October 2012. This was agreed to be brought up again at the next PC meeting, so that residents were clear about the sequence of events that took place with regard to this development and it could be minuted and put blatantly into the public arena.

#### **2. Working with FSPC and LDC? Standing orders / governance**

It was agreed that close links would need to be maintained with FSPC and LDC. Cllr. Simon Roberts would remain as the main contact for FSPC and Cllr. Mike Wilcox for LDC. It was agreed that no advisors would be part of the formal Steering Committee from this point forward. It was agreed that advisors appointed by the previous Chairman would now only be called to attend meetings where their advice would be beneficial to the group.

It was agreed that a level of governance, including standing orders or general rules, declarations of interest and a communication policy would be drawn up and approved by the Chairman and the Committee as soon as practically possible.

### **3. Confidentiality of emails and meetings**

The [Fradleyvillageplan@outlook.com](mailto:Fradleyvillageplan@outlook.com) email account password was shared with the members of the Steering Committee for use in communications between the group and to the wider public as and when necessary. It was agreed that a disclaimer would be added to all outgoing emails regarding confidentiality.

It was agreed that all meetings held by the Steering Committee would have an agenda drawn up and that the minutes of all SC meetings would always be openly publicised on either the FSPC website or eventually on the dedicated NP website.

### **4. Members assigned groups**

The groups that were assigned to members of the Committee at the last meeting would remain the same for now. Discussions around this subject to be deferred until a later date.

### **5. Appointment of / discussion regarding a new chairman**

The Steering Committee acknowledged receipt of the resignation letter of Derick Cross sent on Saturday 1<sup>st</sup> February and accepted this resignation.

The role of Chairman for this group, along with further Steering Committee Members would be advertised on the parish notice boards, in the post office and Stirling Centre shops and through Facebook. A deadline of 25<sup>th</sup> February would be set, with candidates to communicate either through the FradleyVillagePlan email address or by contacting the acting Chairman – Bob Carruthers.

Minutes taken by Cllr. Simon Roberts