



Minutes

Virtual Management Committee Monday 14th December 2020 7.30pm

Minutes of Virtual Meeting 23rd November circulated and agreed

1. Governance report

1.1. **Cash at bank** £ 786.53

1.2. **BHCC fee** – Alan Buck confirmed that Forum can submit invoice for £500 for technical input to Consultation Draft and £500 for contribution to the public consultation in January

1.3. **Locality Grant** : agreed application to be submitted in January for up to £3000 to be spent before end March – to include AGM costs, new version of Summary Plan, high quality A4 backed summary guide, 3 newsletters, DK model etc

- agreed that draft budget to be submitted January meeting MG/NS

1.4. **AGM** - date of 2020 meeting – with 3 weeks notice

- to cover both 2019 and 2020 because of COVID restrictions

- need to change quorum to 5 % or 10 members whichever is the greater

- agreed to have SGM on same night as AGM

- Note to be submitted by HL and circulated by SG setting out agreed arrangements HL/SG

2. Neighbourhood Plan Regulation 16 Submission

2.1 **Neighbourhood Plan Part 1** complete

2.2 **Neighbourhood Plan Part 2**

, MG/MW to complete Community Hubs 1, 2 and 3 - 3x double-sided pages

To be completed by Thursday 17th December

2.3 **Consultation Statement** – completion of text further delayed.

- Contents/structure and text to date previously circulated to be reviewed
- Balance to be sent to Committee members in parallel with MW formatting,
- Neil to assist editing/proof reading
- MG to liaise with NR re MW allocated work
- Chair to authorise submission by Friday 18th December

- MG to delete reference to 'leading councilor' and substitute 'leading ward Councilor'

3. Master Plan/SPD - HSNF contribution

NS.MG

Agreed Forum to organize public consultation on January 16th

4. AoB Date of next meeting - 7.30pm Monday 11th January 2021