

# Knutsford Town Council

Town Clerk: Adam Keppel-Green

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## Minutes of the Neighbourhood Plan Committee meeting held 17<sup>th</sup> October 2018 In the Lower Council Chamber of the Town Council Offices

### **N18/010 Present**

Cllrs Gardiner, Dean and Forbes.

Mr B Chaplin (Housing WG), Mrs S Chaplin (Heritage WG), Mrs D Jamison (Sports and Leisure WG), Mrs L Dalzell (Community and Education WG), Mr K Thompson (Health WG) and Mrs J Grinham (Environment and Open Spaces WG).

In attendance: A Keppel-Green (*Town Clerk*)

### **N18/011 To receive apologies for absence**

Apologies were received from Cllrs Malloy and Power (personal business), Mr K Griffiths and Dr J Coffey.

### **N18/012 To note declarations of members' interests**

No members declared an interest in any item.

### **N18/013 Public Participation**

No members of the public were present.

### **N18/014 To receive and confirm the minutes of the meeting held on 5<sup>th</sup> September 2018**

It was **RESOLVED** to approve the minutes.

### **N18/015 To consider the committee budget and spending to date**

The budget and spending to date was noted. Mrs Jamison enquired as to the total expenditure incurred in producing the Neighbourhood Plan which the Town Clerk undertook to calculate and provide.

### **N18/016 To note the submission of the Neighbourhood Plan**

It was noted that the Neighbourhood Plan had been submitted and the regulation 16 consultation commenced. The committee expressed thanks to Urban Imprint.

### **N18/017 To consider matters related to Community Infrastructure Levy**

- a) To consider a report on the Cheshire East Council CIL Examination
- b) To consider the process for developing a Knutsford CIL projects list

a) The report was noted.

b) It was agreed that working groups be tasked with developing a list of projects for consideration at the next committee meeting and that officers from Cheshire East

Council be invited to attend and provide advice on process and structure of a CIL projects list.

**N18/018 To recommend to Council approval for budget overspend**

It was **RESOLVED** to recommend to Council that the committee be authorised to incur expenditure of up to £3,000 in excess of its agreed budget for any costs necessary to incur post regulation 16 consultation.

**N18/019 To consider the draft committee budget 2019/20**

It was **RESOLVED** to submit the budget as drafted, requiring no expenditure in the next financial year.

**N18/020 To consider the Actions Log**

The log was noted.

**N18/021 Member questions to the Town Clerk**

It was requested that matters related to the referendum be placed on the next agenda.

**N18/022 To note the date of the next meeting**

The date was noted.

DRAFT