

**Minutes of the Extraordinary Meeting of Madley Parish Council held on Tuesday 24th January 2017 in Madley Parish Hall at 7.15pm**

Cllr I Clelland (Chairman), Cllr P Hince, Cllr F Griffiths, Cllr L Price and Cllr P Corcoran.

**In attendance:** Mrs C Boyles (Clerk). There was one member of the public present.

- 1 **To accept Apologies for Absence**  
Cllr R Beard, Cllr E Burman and Cllr N Hoskins.
  
- 2 **To receive Declarations of Interest & Dispensation Applications**  
None received.
  
- 3 **Open Forum** – to receive views and comments from members of the public  
None.
  
- 4 **Neighbourhood Development Plan**
  - 4.1 The report from the Neighbourhood Development Plan working group was received and noted.
  - 4.2 The parish council considered whether to undertake a Call for Sites and Sites Assessment process. The majority of responses received to the Issues and Options consultation had agreed this should be done and the parish council considered this offered the most robust option. This could either be done locally or Kirkwells could undertake this at a cost of £1,575.00 exc. VAT. The parish council had budgeted a sum of £2,000 towards the Neighbourhood Plan for 2017/18.  
**Resolved** that a Call for Sites and Sites Assessment process be undertaken and that Kirkwells be instructed to undertake this as it was agreed this offered impartiality.
  - 4.3 The Preferred Option Draft Plan had been circulated and was considered.  
**Resolved** that the draft plan was approved, with amendments/additions to be undertaken by the working group by the end of February.
  - 4.4 Payment of the invoice from Kirkwells Ltd for £2,520.00 exc. VAT for the stage 2 interim payment for preparation of the Preferred Option Draft Plan for consultation was considered. This represented the final expenditure of the grant received.  
**Resolved** that this be approved for payment and that £249.17 be moved from reserves into the Neighbourhood Planning budget to cover the printing for the consultation.
  - 4.5 **Resolved** that the clerk submit the end of grant report to Groundwork UK for the Neighbourhood Planning grant.

**Action**

**Clerk**

**Clerk**

**Clerk**

**The meeting closed at 7.30pm**