



Parish Council Meeting

Minutes of the virtual Extraordinary meeting of the Bottesford Parish Council held via the web conferencing platform Zoom on Thursday 23rd July 2020 at 6.30pm.

186/20. Public Session. There were no members of the public present.

187/20. Close Public Session and open Extraordinary Parish Council Meeting.

Members present: Cllr. Bob Bayman (BB)
Cllr. Bob Sparham (BS)
Cllr. Jane Bennett (JB)
Cllr. Tony Bennett (TB)
Cllr. Lorraine Ainscough (LA)
Cllr. Brian McInerney (BM)
Cllr. Anne Ablewhite (AA)

Also present: Mrs. Lucy Flavin (Clerk)

188/20. To receive and approve apologies for absence.

No apologies had been received

189/20. To receive declarations of interest under the Councils Code of Conduct related to business on the agenda.

There were no declarations.

190/20. Final pre submission version of the Neighbourhood Plan, and AECOM Design Guide

These were received and were noted.

191/20. Signing off the Final pre submission version of the Neighbourhood Plan

Proposed by Cllr LA, seconded by Cllr JB. Council **RESOLVED** to sign off the Plan and progress to Regulation 14 Consultation.

192/20. Guidelines for Consultation during COVID-19

It was noted that, due to the COVID-19 pandemic, face to face engagement is not necessary and copies of documents do not need to be available at physical locations. It is still necessary to ensure that all groups of the community have been sufficiently engaged.

Proposed by Cllr BB, seconded by Cllr TB. Council **RESOLVED** to do a leaflet drop to all dwellings and to print 20 hard copies of the Plan that could be stored in the

Parish Office and distributed to residents with no internet access. To mitigate any risk of COVID-19 all paperwork will be quarantined for 72 hours between uses. The consultation will also be advertised on noticeboards, lamp posts, facebook and the website. Statutory consultees will be contacted by email or letter.

193/20. Neighbourhood Plan Website

Proposed by Cllr TB, seconded by Cllr LA. Council **RESOLVED** to ask that the Website be made live, subject to some minor punctuation corrections and the inclusion of a sentence on flooding in summaries of policies 15-19.

194/20. Communication

This item was covered in 192/20.

195/20. Dates for the Regulation 14 Consultation

Proposed by Cllr TB, seconded by Cllr BS. Council **RESOLVED** that the consultation would run from 30th July until 30th September.

196/20. Statutory Consultees

The list of statutory consultees had been formulated from information from Melton Borough Council and community groups, businesses, landowners and developers in the area.

197/20. Considering and responding to the views of stakeholders

Online responses will be collated by the website provider and all paper responses requested in the same format so that all can be considered by Cllrs and Helen Metcalf at the end of the consultation process. All responses will be considered. Proposed by Cllr BM, seconded by Cllr BS. Council **RESOLVED** to approve this process.

198/20. Neighbourhood Plan Lead Members

Proposed by Cllr BB, seconded by Cllr BS. Council **RESOLVED** to approve Cllrs BS, BB, JB and BM as lead members for the Neighbourhood Plan process at this stage.

199/20. Vegetation Survey

A draft version of the survey should be available for review by the end of the week.

200/20. Close the meeting

The meeting closed at 20.09