

## HEXHAM TOWN COUNCIL

**I HEREBY GIVE NOTICE THAT** a meeting of the Hexham Town Council Neighbourhood Plan Committee will be held in the Council Office, St Andrew's Cemetery, West Road, Hexham on 27 August 2019 at 6.00pm when the following items will be discussed:

### **A G E N D A**

1. To agree the Committee Chairman.
2. To note Committee members are Councillors R Hull, T G E Gillanders, J Ord, T Cessford, C R Homer, T Dodds and D Kennedy.
3. Apologies for absence.
4. To receive minutes of the Committee meeting held 11 October 2018 (a meeting scheduled for 26 February 2019 was cancelled), enclosed.
5. Matters arising (if any).
6. Declarations of interest (see enclosed).
7. Report by Councillor Gillanders on recent meetings of the NP Steering Group.
8. To receive a verbal update from Dave Clegg, Chairman of the NP Steering Group.
9. To receive a schedule of Neighbourhood Plan expenditure to date (see attached).
10. To agree the date of the next meeting of the Committee.
11. Any urgent matters at the Chairman of the meeting's discretion. (*Matters to be raised under this item should be written out (if possible) and handed to the Chairman of the meeting or the Town Clerk before the meeting begins.*)



Jane Kevan  
Town Clerk  
20 August 2019

Hexham Town Council  
Council Office  
St Andrew's Cemetery  
West Road  
Hexham  
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Hagenda0819NeighbourhoodPlanCommittee

**HEXHAM TOWN COUNCIL**  
**MINUTES OF THE NEIGHBOURHOOD PLAN COMMITTEE MEETING HELD ON**  
**11 OCTOBER 2018**

208.	PRESENT: Councillors T G E Gillanders, R Hull, T Cessford and C R Homer, and Mr D Clegg.
209.	CHAIRMAN: It was AGREED that Councillor T G E Gillanders remain Committee Chairman.
210.	COMMITTEE MEMBERS: It was NOTED the 2018/19 Committee members are Councillors T G E Gillanders, T Cessford, C R Homer, J M Graham, R Hull, J Ord and D Kennedy.
211.	APOLOGIES FOR ABSENCE were received from Councillor J Ord.
212.	MINUTES of the Committee meeting held 16 May 2018, having been circulated, were AGREED.
213.	MATTERS ARISING: There were no matters arising.
214.	DECLARATIONS OF INTEREST: There were no declarations of interest made.
215.	<p>UPDATE REPORTS:</p> <ul style="list-style-type: none"> <li>a. STEERING GROUP. The minutes of the Neighbourhood Plan Steering Group meetings held on 5 June, 10 July, 24 July, 3 September, 18 September and 2 October (attached to the agenda) were NOTED.</li> <li>b. OTHER UPDATES. Mr Clegg made an oral report and the following were NOTED: <ul style="list-style-type: none"> <li>(1) There was a very successful consultation in March/April, with 555 responses. Minor changes were made and then there was the draft County Council local plan and change in housing numbers, together with knowledge of future changes to the National Policy Framework.</li> <li>(2) The NP Steering Group then met 6 times before a further consultation.</li> <li>(3) The current additional, and limited, consultation on the draft plan, necessary principally because some sites proposed for future housing had to change, started on 5 October and will close on 16 November.</li> <li>(4) Full information on the pre-submission consultation is on the Hexham Neighbourhood Plan website.</li> <li>(5) Hard copies of the draft plan, modifications to the March draft summarizing changes made after the earlier consultation, policy maps, HNP Site Allocations for Housing 2016-2036 and Strategic Environmental Assessment (SEA) Report are available in Hexham Library for the full consultation period.</li> <li>(6) A notice of the consultation was in the Courant.</li> <li>(7) Letters have been sent to national statutory consultees and to local organisations with an interest in Hexham's environment and future.</li> </ul> </li> </ul>

	<p>(8) All Town Councillors and every member of the HNP public forum received an email regarding the consultation.</p> <p>(9) It is hoped to quickly assess the responses and make any changes necessary.</p> <p>(10) The plan will then be referred to the Town Council, then the modified plan may be submitted formally to the County Council for assessment by an external specialist.</p>					
216.	It was AGREED that the draft plan, with any changes required following the consultation, will be recommended to Full Council at its meeting on 3 December 2018.					
217.	NEIGHBOURHOOD PLAN EXPENDITURE: A schedule of expenditure to date (attached to the agenda) was NOTED.					
218.	2019/20 PROVISIONAL BUDGET: The Committee considered whether any budget will be required and AGREED the following draft Committee budget.					
	<b>NEIGHBOURHOOD PLAN COMMITTEE</b>	<b>2018/19 Agreed Budget</b>	<b>2018/19 Spent at 30/9/18</b>	<b>2018/19 Estimated at 31/3/19</b>	<b>2019/20 Draft Budget</b>	<b>Ref</b>
		5000 (+1540 carried forward)	4378	6540	5000	5600
219.	NEXT MEETING: It was AGREED the next Committee meeting will be held on Tuesday 26 February 2019 at 6.00pm in the Council Office, St Andrew's Cemetery, Hexham.					

Chairman.....

## **HEXHAM TOWN COUNCIL - DECLARATIONS OF INTEREST**

Under the Code of Conduct adopted by the Council on 3 September 2012 Councillors must declare if they have a disclosable interest in any matters under consideration.

To do so Councillors should use one of the following statements:-

1. "I have a disclosable pecuniary interest  
in..... (for example:) Agenda item 3,  
Planning application number 13/1234".  
(NOTE: Code of Conduct paragraphs 11&15 apply).
  
2. "I have a disclosable personal interest  
in..... (for example:) Agenda item 4,  
Grant aid application by Hexham Youth Initiative  
(NOTE: Code of Conduct paragraph 13 applies).

Councillors should familiarise themselves with the Code of Conduct regarding the definitions of (A) pecuniary interest and (B) other personal interest and their obligations when declaring any such interests.

To ensure Councillors interests are correctly minuted please use one of the above statements when declaring an interest.

NB. Should a Councillor wish to take part in the consideration and voting on a matter or matters in which he/she has a disclosable interest then they may request a dispensation be granted to enable them to take part in the discussion and voting on it but at least 10 days' notice must be given for any dispensation request.

## Hexham Neighbourhood Plan 2019/20

(As at 31 August 2019)

Budget	Expense (net)	Detail	Date	Cheque No.	Balance
£5000.00					£5000.00
	£1200.00	Planning consultant fee	Balance owed from 2018/19 (paid 2/5/2019)	BACS	£3800.00
	£800.00	Planning consultant fee	Work done in July and August	BACS	£3000.00