



SHAFTESBURY TOWN COUNCIL

Neighbourhood Plan Advisory Committee

Minutes of the Neighbourhood Plan Advisory Committee held in the Council Chamber, Town Hall, High Street, Shaftesbury Dorset SP7 8LY on Monday, 19 February 2018 commencing at 8.00pm.

Members Present:

Sue Allatt

Stuart Edwards

Virginia Edwyn-Jones

Brendan Fisher

Keri Jones

Councillor Lewer

Rachel Bodle

Tim Edwyn-Jones

Natalie Evans

Mick Hicks

Robin Miller

Absent:

Lee Hennessy and Kris Martin

Officers Present:

Claire Commons, Town Clerk

Zoe Moxham, Office Administrator

Brie Logan, Business Manager

In Attendance:

10 members of the public

1 member of the press

Jo Witherden

Councillors Brown, Taylor, Todd and Loader

MINUTES**Public Participation**

Members of the public were invited to make representations to the Council on any matters relating to the work of the Council or to raise any issues of concern. The following matters were raised;

- Thanks to the members of the Neighbourhood Plan members was expressed and they were welcomed to the Council Chambers.
- Concern was expressed that the work of the previous Shaftesbury Neighbourhood Plan was not to be overlooked.
- Introductions of the Committee members were made.

N01 Apologies

Apologies were received and accepted from Lee Hennessy and Kris Martin due to work and personal commitments.

N02 Election of Chairman and Vice-Chairman

It was **RESOLVED** to elect Tim Edwyn-Jones as the Chairman for the Shaftesbury Neighbourhood Plan Advisory Committee.

It was **RESOLVED** to have a revolving monthly Vice-Chairman starting with Stuart Edwards and nominating the next Vice-Chair as needed.

N03 Declarations of Interest

All members were invited to declare any interests by filling in a Register of Interest form to be returned to the Town Clerk by 19th March 2018.

N04 Terms of Reference

Officer report 0218SNPAC4 was received and it was **RESOLVED** that the Terms of Reference for the Shaftesbury Neighbourhood Plan Advisory Committee are signed by each member of the committee and recommended to Full Council for adoption.

N05 Copyright and Data Protection

Officer report 0218SNPAC5 was received and it was **RESOLVED** that the Advisory Committee members confirm that all data collected and created in the pursuance of the production of the Neighbourhood Plan would be owned by Shaftesbury Town Council.

N06 Frequency of meetings

Officer report 0218SNPAC6 was received and it was **RESOLVED** to meet monthly informally to monitor progress and to meet formally as a convened committee quarterly throughout the year to make recommendations to the Council.

There being no further business the meeting was closed at 8.26pm

Signed

Date