

AGENDA – AGM & GNPC Meeting



Date: Tuesday 1st June 2021 at 7pm

Venue: Pavilion, Church Road, Gosfield CO9 1TL

Invited: Gosfield Neighbourhood Plan Committee Members, all other Gosfield Parish Councillors & the public

Agendas & Minutes of Gosfield Neighbourhood Plan Committee Meetings are available on the Gosfield Parish Council website: e-voice.org.uk/gosfield/ & on dedicated Neighbourhood Plan website: www.gosfieldneighbourhoodplan.co.uk

#	Presenter	Subject	Status
10621.1	Chair	Registration & Apologies for absence (NB. Meeting will be audio recorded in line with Openness of Local Government Regulations, 2014)	Information
10621.2	Chair/Vice-Chair	Election/Re-election of officers: Chairman – Cllr Mark Bloomfield Vice-Chair – Cllr Sara Moutard Treasurer – Cllr Mark Bloomfield Webmaster – Cllr Mark Bloomfield Communications Co-ordinator – Cllr Mark Bloomfield GNPC Committee Member – Cllr Jo Beavis GNPC Committee Member – Cllr Bob Waters	Decision
10621.3	Chair	GNPC Policies & Risk Assessments To approve & re-adopt the following: <ul style="list-style-type: none"> • GNPC Terms of Reference • Data Protection Policy • Press, Media & Social Media Policy • Covid 19 – Public Meetings/activity Risk Assessment 	Decision
10621.4	Chair	Meeting Dates – proposed (1 st Tuesday of each month): 6 th July 2021 3 rd August 2021 7 th September 2021 5 th October 2021 2 nd November 2021 7 th December 2021 4 th January 2022 1 st February 2022 1 st March 2022 5 th April 2022 3 rd May 2022 7 th June 2022 (& AGM)	Decision



10621.5	Chair	<p>Public Participation Session</p> <ul style="list-style-type: none"> In accordance with Standing Orders 3d-3l 	Information
10621.6	Committee	<p>Minutes</p> <ul style="list-style-type: none"> To confirm the minutes of the Gosfield Neighbourhood Plan Committee meeting held on 4th May 2021 	Decision
10621.7	Committee	<p>Work Stream Updates</p> <ul style="list-style-type: none"> Designation - MB Engagement & Communications - MB Community/Local Groups & Organisations – SM/MB Housing inc. Type/Style/Design/Size etc. – SM/BW Business & Economy – JB/MB Environment & Green Space – JB Infrastructure & Amenities – SM Project Management (inc. evidence co-ordination) – MB Strategy (political & to maximise outputs) – ALL E-presence/Social Media – MB Local Plan Updates – JB History & Statistical Analysis – BW <p>Agree further action</p>	Information/ Decision
10621.8	Chair	<p>Update on progress towards STAGE 2 (STAGE 2 – Project Plan, Communications Strategy, Funding Strategy)</p> <ul style="list-style-type: none"> To review Project Plan To review Communications Strategy To update on funding application status <p>Agree further action</p>	Information/ Decision
10621.9	MB/SM	<p>Community/Local Groups & Organisations</p> <ul style="list-style-type: none"> To approve sending Communication (letter/newsletter) to Local Community Groups <p>Agree further action</p>	Information/ Decision
10621.10	Committee	<p>Main 'Questionnaire'</p> <ul style="list-style-type: none"> Review feedback from GNPC members To agree overall format Consider removal/addition/changes to questions To agree timing of publication & distribution <p>Agree further action</p>	Information/ Decision

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10621.11	Committee	<p>‘Drop-in Events’</p> <ul style="list-style-type: none">• To review format/content/‘agenda’• To review costings for printers/stationery• To agree GNPC attendance <p>Agree further action</p>	Information/ Decision
10621.12	Treasurer	<p>Expenditure Update & Accounts</p> <ul style="list-style-type: none">• Review current accounts & expenditure plans <p>Agree further action</p>	Information/ Decision
10621.13	Committee	Items for next agenda	Information
10621.14	Chair	Confirmation of date of next meeting – 6 th July 2021	Information

Signed by Chairman:

Date: 26th May 2021