

LITTLE BADDOW PARISH COUNCIL

A Meeting of the Neighbourhood Plan Steering Committee was held in the Memorial Hall on October 24th, 2023. The Meeting commenced at 7:30pm. In attendance: -

Jane Rigler - Chair
Chris Rigler
Margaret Martin
Ian Buchanan

Paul Roberts
Keith Ferguson

Mr I Wardle – Clerk

Members of the Public – 2

01/23 Apologies for Absence

Apologies received from Danielle Kendall, Cllr Kevin Sheldrake, and Marie Molyneux

02/23 Declarations of Interest

None declared

03/23 To Approve the Minutes of the 22nd November 2022 Meeting

The minutes of the meeting held on the 22nd November 2022 were approved by the Committee and signed by the Chair.

04/23 Public Participation

Two members of the public were in attendance. The Chairman of Little Baddow Parish Council, Cllr Peter Irvine expressed his thanks to the members of the Committee for their work on the village Neighbourhood Plan.

05/23 Adoption of Neighbourhood Plan

The Chair reflected on the results of the village referendum held on 17th August and was pleased to note a strong turnout of 282 with 92% voting in favour of adopting the Neighbourhood Plan.

06/23 Financial Report

Committee members received an update from the Clerk on the current position of finances. Points noted:

- A repayment of £427.33 was made to the grant body for funds from the grant unspent at the end of the financial year 31st March 2023.
- A residual reserve of £400 remained, of which £250.02 will be returned to Little Baddow Parish Council and the balance will pay the final invoice for the website.

07/23 Receive and approve any final invoices

An invoice for £149.98 for the Neighbourhood Plan website was received and approved by the Committee for payment. No further invoices are expected, and the website will be terminated on 3rd November 2023.

08/23 Conclude Work of the Committee

The Chair confirmed that following the vote in August and the formal adoption of the Little Baddow Neighbourhood Plan by Chelmsford City Council the work of the Committee was at an end. The Chair thanked the current and former members of the Committee for their hard work and commitment to the project over the past 7 years.

09/23 Resolution to Disband Committee

Following the completion of its purpose, a motion to dissolve the Committee was proposed and unanimously approved by the Committee.

The meeting closed at 7.50pm.