

CHALFONT ST PETER PARISH COUNCIL

Minutes of the **EXTRAORDINARY COUNCIL** Meeting held using virtually meeting software on Wednesday 20th January 2021 at 10.00am



MINUTES

In attendance (virtually): Cllr Smith, Cllr Browne, Cllr Dale, Cllr Hatton, Cllr North, Cllr Ryan, Cllr Shinner and Cllr Southworth.

Also Present: Vikki Murdock (Admin Assistant)

388 Apologies received from Cllr Chellar, Cllr Darby, Cllr Dickson, Cllr Harrold, Cllr Ford, Cllr Longshaw and Cllr Rush.

389 The following disclosable personal or disclosable pecuniary interests were declared - none

390 The Council discussed and agreed that £5K allocated to Purchase Order CSP/2019/083 for consultancy on the Local Plan (4267/430) in January 2020, should be vired to the Neighbourhood Plan budget (4266/430) as work relating to this purchase order was now complete. Proposed Cllr Smith and seconded Cllr Hatton. All agreed.

Cllr North then updated Council on work currently being undertaken for the Neighbourhood Plan, namely a Housing Needs Assessment Report. It was explained that this is a very important document when compiling the Neighbourhood Plan as this information will form the basis of decision making for planning in the village in the future. It was felt that our Planning Consultant had an in-depth knowledge of the village and of writing Neighbourhood Plans and this expertise would be important.

It was agreed that a budget of £12K be allocated for the Neighbourhood Plan for the Planning Consultant used by the Parish Council and that a Purchase Order be set up by the Admin Assistant. **ACTION VM**. The remaining £7K budget in Local Plan (4267/430) would also be vired to the Neighbourhood Plan (4266/430) Proposed Cllr North and seconded Cllr Dale. All agreed.

Meeting ended 10.24am