

GRIMSTON - ROYDON - CONGHAM - NEIGHBOURHOOD PLAN GROUP
ZOOM MEETING THURSDAY 29 OCTOBER 2020

Present: Cllr de Whalley (Chairman), Cllr N Fletcher, Cllr A Page, and Mrs. Sewell

1. Apologies

Cllrs K Israel and P Coleman

2. Handover Arrangements

Documents	Clerk to retain Physical copies	
PC Files	Transfer to USB to Cllr de Whalley	
Grant	Locality Reference numbers /password would be retained as grant applications and reports would still have to be made by the Clerk	
Website	https://grimstonpc8.wixsite.com/plantest	Pass over Password
Email address	Neighbourhoodplan@hotmail.com	Pass over password (Grimston pc email to remain as back up)

3. Ongoing work

Work		
Pre-submission draft	First Draft reviewed – submit to Consultants	Checklist of items to be changed
Grant	Request Consultants to quote for next stage	Clerk
Character appraisals	Grimston and Pott Row to be signed off and sent to Grimston Parish Council for approval	Advise Clerk when ready
Green Space	Landowners identified and letters drafted	Cllr Fletcher
Views	PDF updated as far as possible	Clerk
Community Assets	Find email with Borough Contact	Clerk
Zoom	Password to Cllr De Whalley	Clerk to set up November meetings
Open Question Analysis	Clerk to continue with this analysis with Cllr Fletcher on Zoom. Produce Report and send to group and Parish Councils	Cllr Fletcher and Clerk

4. The Group thanked Mrs. Sewell for her hard work to date and continued support with grants and survey analysis.