

MINUTES of the Meeting of the Neighbourhood Plan (NP) Committee of North Leigh Parish Council (NLPC) held on Monday 19th December 2023 at 6:00 pm in the Turner Hall

Committee Members Present:

Steve Legg (Secretary)
David Painter
Kevin Swann (Vice Chair) – (part meeting)
Sherard Veasey (Chair)
Judith Wardle
Adrian Watts

Others in Attendance: Paul Evans

NP86. **Apologies for absence:** Robert Gunn

NP87. **Declarations of Interest:** None.

NP88. Review of Actions of Last Meeting

- Sherard – arrange for South Leigh NP lead to speak to the committee – carried forward.
- Kevin - Locality grant - online registration – done – it should be transferred into the Parish Council bank account shortly.

NP89. Evaluation of proposals for consultancy support

Two applications were considered, from Community First Oxfordshire, and from Bluestone Planning. The proposals were evaluated using a scoresheet prepared by Sherard and David. Judith was thanked for the helpful analysis of the costs of the Bluestone proposal.

Initial perception of individuals representing prospective consultant

Bluestone met by zoom. CFO met in person (early in process).
Committee did not distinguish on this basis.

Expectation of input required from Committee during work of consultant

Committee did not distinguish on this basis.

Price

Both prices similar.
Committee did not distinguish on this basis.

Number of Neighbourhood Plan Committees Advised

Both consultants have advised numerous, CFO has advised parishes closer to North Leigh than Bluestone. Committee did not distinguish on the basis of number of Neighbourhood Plan Committees advised, but Committee did distinguish on the basis of CFO advising parishes closer to North Leigh and on this criteria Committee considered the CFO proposal to be preferable to the Bluestone proposal.

Location of Personnel of Consultant

Bluestone based in Wantage, CFO based closer to North Leigh (Worton)

Committee did distinguish on the basis of CFO being based closer to North Leigh than Bluestone and on this criteria Committee considered the CFO proposal to be preferable to the Bluestone proposal.

Timelines

Provided by CFO, not by Bluestone

Committee did distinguish on this basis and on this criteria Committee considered the CFO proposal to be preferable to the Bluestone proposal.

Quality of Proposal

The Committee considered the proposal from CFO to be of higher quality than that of Bluestone.

The Committee did distinguish on the basis of quality of proposal and in this area considered the CFO proposal to be preferable to the Bluestone proposal.

Based on the above, the Committee resolved to recommend the appointment of CFO to the North Leigh Parish Council.

The Committee noted that CFO operates as a charity, and has published a number of "strategic objectives"; these include strategic objectives relating to affordable housing and to zero carbon communities. The Committee acknowledged that the Neighbourhood Plan should be developed to reflect the views and aspirations of the residents of North Leigh Parish applied within the applicable legal and policy framework. The Committee acknowledged for the record that, were CFO to be employed as the consultant, the Committee would ensure that the Neighbourhood Plan reflects the views and aspirations of the residents of North Leigh Parish.

Action: Steve - to draft an email to CFO, asking them to confirm that, if the parish Council ratify this recommendation, they could start work in January.

NP90. Agree Actions

As noted above, **Steve** will email CFO to advise them on having been selected, subject to Parish Council approval.

Steve will ask for our recommendation to be included in the Parish Council Agenda of 11th January, and **Kevin and Rob** will present the recommendations to the Parish Council meeting.

Kevin will request the Parish Council to make available a login to the "Parish Online" mapping system.

NP91. Next Meetings – purpose and schedule.

The next meeting will be on Monday January 15th at 6 p.m. in the Turner Hall. It is hoped that this can be a "kickoff" meeting with the CFO consultant with the objective of preparing to run the parish workshop later in January.

The meeting closed at 19:15.