



# Dalston Neighbourhood Plan

## Statement of DNP Steering Group Terms of Reference

### Establishment

Dalston Parish Council Meeting - 11<sup>th</sup> December 2012 – Minute 13 NEIGHBOURHOOD PLAN

**Resolved** to form a Working Group to investigate and produce a Neighbourhood Plan for the Parish, with monthly progress reports to the Parish Council. Members of the Working Group: Cllrs Rickerby, Drouet, Auld, Dalton, Craig and Kelsey.

First Steering Group meeting held 3<sup>rd</sup> July 2013 where Cllr Dalton elected Chairman and Cllr Drouet elected Deputy Chairman (Project Manager). This group is constituted under “Dalston Parish Council Standing Orders” sections 42 – 53 as in force at the date above and revised in 2014 section 4 (a – d)

The Group meets to produce on behalf of Dalston Parish Council a Neighbourhood Development Plan and final submission of this plan and supporting documents will be presented to The Parish Council for final approval.

### General Meeting Engagement

The group meets once per month or as and when necessary.

Dalston Parish Council Meeting – 14<sup>th</sup> May 2013 – Minute 18/13 NEIGHBOURHOOD PLAN

#### **Neighbourhood Development Plan Steering Group**

Cllr Drouet commented on the attached report and provided a resume of planned activity to engage with the Community. It was resolved to provide a small budget of £150 towards the costs of hiring halls etc. It was further agreed to augment the Steering Group with a number of Parishioners who had expressed an interest in providing input and support. Agreed that invitations should be sent to E Auld, I Turnbull, D Wilson, J Faux & D Wilcox to join the Group.

The Group consists of both Dalston Parish Council Councillors, interested members of the public and those invited to join the group bringing their expertise. The average total membership is approximately 6 PC Councillors and 6 members of the public. This mix changes from time to time as parishioners of various expertise have become available.

The group reports back to Dalston Parish Council monthly or as and when necessary to impart information or receive confirmation for its actions from the whole Council.

Over the period of its activity the group has reported progress to the Parish via “Dalston Parish Paper” and reports to Dalston Parish Council (written and verbal).

The Group makes public any statutory notices by publishing these in both “Dalston Parish Paper” and “The Cumberland News” (a weekly local paper)