

CUSOP PARISH COUNCIL

NDP CONSULTATION ORGANISING COMMITTEE

MINUTES of a meeting of the NDP Consultation Organising Committee will take place on Tuesday 19th August 2025 at Cusop Village Hall, Cusop, Herefordshire at 7 p.m.

PRESENT: Councillor Nick Blayney, Councillor John Gibson, Mrs Kate Hainge and Mrs Gillian Walton.

IN ATTENDANCE: David Thame (Clerk)
Councillor John Ievers
14 members of the public.

Councillor Ievers, Lead Member for the Neighbourhood Development Plan, thanked all those present for their time and their commitment to the NDP project. It had now reached a point when it was for the public to take the lead, and he looked forward to the results of the consultation as another step to achieve the parishes' worthwhile objectives.

Councillor Blayney, as Chairman of the Parish Council, took the chair.

1. To elect a Chairman

It was **RESOLVED** that Mrs Kate Hainge be chairman.
Mrs Hainge took the chair.

2. Declarations of Interest

None, although Mrs Hainge reminded the meeting that she was a trustee of the Village Hall.

3. Terms of Reference

After discussion it was **RESOLVED** to note the Terms of Reference embodied in the Council's resolution of the 9th July 2025:

It was **FURTHER RESOLVED** that, pursuant to Standing Order 4, a committee be appointed to organise and put into effect a wide informal consultation on the draft NDP based on the Locality guidance *Listen, learn, adapt: engaging your community in a meaningful way*,

- (a) that Councillor Blayney, Councillor Gibson, Mrs Gillian Walton and Mrs Kate Hainge be members of the Committee
- (b) that the quorum of the committee will be three;
- (c) that the committee has leave to appoint a chairman from among its members and to determine the number and times of its meetings
- (d) the public may participate, but not vote, at a meeting of the committee at the discretion of the committee
- (e) three clear days notice of meetings must be given; and
- (f) the Committee to report on the results of its consultations to the October meeting of the Council.

It was **RESOLVED** that the budget for the informal public consultation on the draft NDP will be £500.

4. Public Participation

It was **RESOLVED** that members of the public were very welcome to participate throughout meetings of the Committee, assuming the usual rules of courtesy and debate.

5. Consultation Events and Programme

The Committee considered a programme of consultation events during September. The Chairman reminded the Committee of the steps taken in 2013 in the initial stages of the preparation of the 2017 Cusop NDP. The Committee discussed the extent of the consultation report that would be required, the timetable, and the questions it should address.

The Clerk reported that a separate housing needs assessment survey was being prepared by Community First, which would cover some related issues. The Clerk reported that, by that morning, the replies to the NDP Bulletin leaflet, delivered in the days after 22nd July 2025, had been 16: nine by email, seven by hand.

It was **RESOLVED**:

- (a) that a drop-in event at the Village Hall be held on Sunday 7th September 2025, with refreshments, to provide a relaxed form for feedback on the key housing and environmental issues;
- (b) that a simple invitation be delivered to every household;
- (c) that the Committee meet again after the event to assess outcomes and plan the next steps; and
- (d) that the Committee report to the Council that it will be difficult to conclude an adequate consultation by the Council's October 2025 meeting, and suggest that November would be more realistic.

6. Meetings of the Committee

It was **RESOLVED** that the Committee meet next on Thursday 18th September 2025 at 7 p.m. at Cusop Village Hall.

The meeting closed at 8.25 p.m.

Confirmed as a correct record:

Signed _____ Date _____