

## **MOSTON PARISH**

### Minutes of the Neighbourhood Plan Steering Group held on 25<sup>th</sup> May 2017

**PRESENT:**           **Dave Nixon**  
                              **Alan Holder**  
                              **Spencer Harrop**  
                              **Andy Roscoe**  
                              **Phil Pritchard**  
                              **Anne Holder**  
                              **Colin Lockett**  
                              **Olga Lockett**

	<b>ITEM</b>	<b>ACTION</b>
001/17	<p><b>INAUGURAL MEETING</b> First item for the Steering Group was to appoint Chairman and Officers for the Group. Persons appointed : -</p> <p>Chairman               – Alan Holder Treasurer             – Phil Pritchard Assistant Treasurer – Anne Holder Secretary             - Olga Lockett</p>	
002/17	<p><b>FINANCE</b> It was understood there is a total grant of £9000 to fund the plan, but only obtained in interim periods of 6 months. The grant is paid to the Parish Council and then forwarded to the Group. To facilitate ease of payments it was agreed the Group would need to open a bank account. Four signatories agreed, only two required to authorise payments: -</p> <p>Dave Nixon Spencer Harrop Anne Holder Phil Pritchard</p>	Dave Nixon
003/17	<p><b>QUORATE FOR MEETINGS</b> It was agreed four members are required for a quorate</p>	
004/17	<p><b>TERMS OF REFERENCE</b> Alan Holder agreed to prepare Terms of Reference which will be presented to the Parish Council meeting to be held on the 4<sup>th</sup> July 2017</p>	Alan Holder

