

MUCH HADHAM

NEIGHBOURHOOD PLAN STEERING GROUP

Meeting to be held at
7.30pm, Tuesday 21st March 2017
in the Green Room, Village Hall, Much Hadham

AGENDA – Meeting No. 14

1. Apologies for Absence
2. Declarations of Interest
3. Chairman's Announcements
4. Minutes of the last Meeting
5. Reports on Outstanding Matters FF
6. To approve changes to the Constitution IH
 1. Delete role of Vice-Chair
 2. Introduce confidentiality requirements
(see p2 for motions)
7. EHC Developments ID
8. Workshop (25th Feb) report HL/LM/KH/MA
9. Residents' Comments
10. Status of Business Survey Mark A
11. Project progress – upcoming objectives RF/All
including updates from teams:
 - Housing
 - Natural and Built Environment
 - Economy and Infrastructure
12. Progress with Locality grant application RF
13. Items for Future Agenda
14. Closing Comments
15. Date of Next Meeting

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Item 6

Constitutional changes - these require 2/3 approval of those present:

1. Motion: to delete from the Constitution clause 2.1 the words “(who shall also be the Vice-Chair)” after the word “Secretary”
2. Motion: to add to the Constitution a new clause 6 and to renumber all subsequent clauses as necessary:

6. Confidentiality

Discussions between landowners (and others such as their agents) with members of the Steering Group may provide certain information from these sources that is, and must be kept, confidential.

To ensure the protection of such information and to preserve any necessary confidentiality:

6.1 the recipient(s) of such information shall limit disclosure of confidential information to members of the Steering Group who have a need to know i.e. those who have a designated role with responsibilities that include the subject of the information. Members will not disclose the confidential information obtained unless required to do so by law;

6.2 clause 6.1 imposes no obligation upon a recipient with respect to any information (a) that was in the recipient’s possession before it was disclosed by the source; (b) is or becomes a matter of public knowledge through no fault of the recipient; (c) is received by the recipient from a third party not owing a duty of confidentiality to the source; (d) is disclosed without a duty of confidentiality to a third party by, or with the authorization of, the source; or (e) is independently derived by the recipient;

6.3 for the avoidance of doubt, discussions with a landowner (or an agent authorised by the landowner) about the possibility of a site in the ownership of the landowner being selected for inclusion in the Neighbourhood Plan are to be treated as confidential – not only the content of the discussion but the fact that there has been a discussion. Once the landlord (or authorised agent) has given written permission for the specific site to be the subject of a formal site assessment by the Steering Group, then the obligations under clause 6.1 no longer apply;

6.4 if the recipient of confidential information is uncertain as to which other members of the Steering Group are permitted to share in it or is unclear as to whether information received should be treated as confidential, the Chair and Secretary shall jointly make that decision.