**MINUTES OF AN EXTRAORDINARY MEETING OF NORLEY PARISH COUNCIL HELD ON MONDAY 4TH NOVEMBER 2019 AT NORLEY METHODIST CHURCH**

**PRESENT:** Councillors: Deryn O’Connor (Chair), Terry Harvey, Ian Stockton, Sally Cornelissen

and Tony Duff

Gaynor Hawthornthwaite (Clerk)

This meeting had been called to discuss the Housing Needs Survey and to make a decision on the tender process for the completion of the Housing Needs Survey on behalf of the Parish Council.  
  
In order that the Housing Needs questionnaire could be sent to residents in November, a decision was required before the next PC meeting on 19th November.

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| **1.**  **2.**  **3.** | **Apologies for Absence**  Apologies were received from Councillors Ken Fayle, Jon Wild and Ann Crawford  **Tenders for Housing Needs Survey**  As agreed at the last PC meeting held on 9th October 2019, quotations had been requested from 4 companies to ascertain whether they would like to tender for the Norley Housing Needs Survey.  After the PC considered and discussed the responses and quotations that had been received, it was agreed that Cheshire Community Action should be asked to carry out the Norley Housing Needs Survey on behalf of the Parish Council.  **Grant for Housing Needs Survey from Locality**  Following the conditional offer of a grant application from Locality for the Housing Needs Survey, the PC agreed to accept the grant offer of £3479. |
|  | The meeting closed at 7.15 pm |