

## Saxilby With Ingleby NDP Steering Group

### **Notes from the meeting held on Thursday 26th November 2015.**

1. **Attendees** Liz Hillman (Chair), Paul Roberts, Chris Hewis, Cath Cole, Rosie Foster, Patrick Nicholson, Tina Page, Ray Parnell.

2. **Apologies** Karen Baty, Louise Bembridge, Luke Brown (WLDC).

3. **Note taker** Ray Parnell.

#### **4. Notes from previous meeting**

Notes from the meeting held on 12<sup>th</sup> November 2015 were agreed as a true record.

LH reported that all suggested inclusion into the Local Plan response had been passed to Saxilby Parish Council.

#### **5. Questionnaire/Housing Needs Assessment (HNA)/SurveyMonkey Update**

Community Lincs had stated that the later than planned delivery of questionnaires was due to a vehicle breakdown which prevented collection of the forms. This delayed completion of delivery by several days but it was thought that all areas of the village should now have received their form.

LH suggested that we need to collate our concerns/issues regarding the consultation to date. These were believed to be:

- Timing of distribution – our timescales are pretty much fixed due to Christmas. Any delay in distribution therefore impacts into the response period available. Due to already tight timeframes, even a small delay can have a proportionately large effect.
- The quality of photos used by CL for the front cover was poor. Low resolution images appear to have been used, and one shot is not even of Saxilby!
- The picture on the back cover is poor – it does not even include Ingleby or the whole of the parish area, and should have been rotated 90 degrees and enlarged to fill the page.
- Some of the wordings used in the survey still referred to “village” rather than “parish”.
- On the SurveyMonkey site, it had been reported that answering ‘no’ to the data protection questions still allowed the survey to be completed.

LH agreed to contact CL to ask whether already-completed surveys should be returned to them before the end of the consultation period to allow them to start the analysis process earlier. RP suggested that as Roy Pell of Community Lincs lived in the village, he may be able to assist.

LH had noted that the survey collection box in the post office was almost full. RF and RP agreed to monitor the amount of completed surveys placed in the collection boxes around the village.

## 6. Banners/Posters

After discussion, LH will circulate a list of contacts for local activities and groups, steering group members are asked to contact the group leaders/organisers to ask them to publicise the survey at their events. We also need to offer help in completing the survey to those who might need it.

The following initial contacts were agreed:

- Oaklands PN
- U3A PR
- History Society CH
- New Age Curling CC

RP stated that 6 banners had been purchased to publicise the survey around the village. PR will place 5 around the village at:

- 17 Mill Lane
- Saxilby Primary School
- Church Road/Mill Lane junction
- Sykes Lane near the surgery
- St Andrews Centre

RP will also place one banner at the Village Hall before the Christmas Market on Saturday. *(Post-meeting note: all banners were placed on Friday 27<sup>th</sup> November.)*

RP will email the banner designs to all at the meeting in case they want to display them as car stickers.

## 7. Raising Awareness

LH would be submitting an NDP update as part of the SPC section of the December Foss Focus. After discussion it was agreed that any further NDP publicity in the Focus may be counter-productive so no other submissions would be made.

## 8. NDP Website/Logo Update

It was noted that the SPC website still contained a link to the old (Elpeeko) website rather than the new (saxilbyplan.co.uk) one. The Parish Clerk should be approached to update the SPC website.

Google still showed the old website higher in the search results than the new one. It was not known what – if anything – could be done to resolve this.

## 9. Clerical Support

LH had sent a draft Job Description to the Parish Clerk. After discussion it was decided that the job should be advertised locally in the first instance, including:

- Foss Focus

- Post Office/One Stop/Co-op
- SPC Website
- Village Notice Boards

There was discussion about whether payment should come from the NDP budget or be paid for by SPC. This had previously been discussed by SPC but the minutes need to be checked to confirm the details.

LH will speak to the Clerk and give her contact details for those holding similar posts in surrounding villages.

*(Post-meeting note: An advert has been drafted and will hopefully be included in the December Foss Focus)*

#### 10. **Budget**

LH reported that Luke Brown had provided details of potential funding for the £1,500 required for the 'health check' on the completed plan.

CH commented that we had £11,800 left in the budget but that on current predictions there would be a £5,600 shortfall. (£4,100 once the £1,500 above was received.)

More funding can be applied for at a later date but will require full disclosure of (SPC's) financial position.

#### 11. **Canal and River Trust/Tourism**

CH pointed out that the NDP contained no mention of tourism. He had previously met with Sean McGinley of the Canal and River Trust (East Midlands) (formerly the British Waterways Board) and there had been discussions regarding redeveloping the Bridge Street side of Saxilby moorings to create some new mooring locations on the village side of the Fosdyke. It was agreed that such schemes had the potential to enhance the tourism potential of the canal side area and bring more money into the village. LH will contact Sean McGinley to see if he is available to attend either of our next two meetings.

#### **Other Business**

##### 12. **Sturton Road Planning Application**

LH pointed out that the recent refusal of planning permission to build on Sturton Road made the NDP even more important in determining future development.

##### 13. **Analysis of first consultation responses**

RP explained the initial analysis he had done on the consultation responses from the 23<sup>rd</sup> October event. He will circulate the analysis once the work on it is complete.

##### 14. **Contact with Saxilby Primary School**

There is still some a large overlap between the activities of the Community Engagement Officer and the NDPSG in working with the school. LH is to speak with Jade Findley to ascertain the views of the school, and then follow up with the Parish Clerk.

15. **Date of Next Meetings**

The next meeting of the Steering Group will be:

**7.30pm on Thursday 10<sup>th</sup> December at St Andrews Community Centre.**

The following meeting and the first meeting of 2016 will be:

**7.30pm on Thursday 14<sup>th</sup> January at St Andrews Community Centre.**