



# SAXILBY WITH INGLEBY

## Neighbourhood Development Plan

### Saxilby with Ingleby Neighbourhood Plan (NDP) Steering Group Meeting Notes

Thursday 26 <sup>th</sup> January 2017	Start: 7.30pm	Finish: 8.40pm
Venue: Meeting Room, St Andrews Community Centre, William Street, Saxilby, LN1 2LP.		

No.	Item	Action Owner
	<b>Welcome and attendees</b> <u>Steering Group (SG)</u> Chairman - Liz Hillman.  Rosie Foster, Chris Hewis, Gerry Ives, Patrick Nicholson, Ray Parnell, Paul Roberts and Steph Tyson.  Lydia Smithson (Administrator)	-
	<b>Apologies for Absence Received</b> Karen Baty, Cath Cole, Russell Spurr.	-
	<b>Approve meeting notes from 1<sup>st</sup> December</b> The notes were reviewed and approved.  <i>Chris Hewis arrived.</i>	LS add online.

<p><b>Update on the NDP progress</b></p> <ul style="list-style-type: none"> <li>a. The Independent Examination is nearing completion with the report due to be released to West Lindsey District Council (WLDC) and the Steering Group next week. Luke Brown (WLDC) has indicated the following provisional dates for the next steps in the process:</li> <li>b. 1 week for the Steering Group to respond to the report.</li> <li>c. Steering Group to meet, discuss and make recommendations to the NDP Committee and Full Council as to whether to accept the changes on <b>9<sup>th</sup>/10<sup>th</sup> February</b>.</li> <li>d. WLDC to make agreed changes to the Plan, on the week commencing <b>13<sup>th</sup> February</b>.</li> <li>e. Steering Group to republish and print the Plan by the <b>22<sup>nd</sup> February</b> and WLDC to republish on their website.</li> <li>f. Public Meeting at Saxilby <b>16<sup>th</sup> March</b>.</li> <li>g. Referendum and count on the <b>23<sup>rd</sup> March</b>.</li> </ul> <p>It was noted due to the tight timescales it may be pertinent to consider using a local company to print the Plan and promotional material required.</p> <p>Confirmation is required of the date we will receive the report from the Independent Examiner.</p> <p>Village hall to be booked.</p>	<p>LS notify LB that 9<sup>th</sup> February and the 16<sup>th</sup> March are acceptable.</p> <p>LS</p> <p>LH</p> <p>LH</p>
<p><b>Finance</b></p> <ul style="list-style-type: none"> <li>a. <b>Review of the updated budget</b> CH provided a budget update and noted the NDP Steering Group is projected to remain within its set budget.</li> </ul>	<p>-</p>

	<p><b>Agree plans for the Public Meeting:</b></p> <ul style="list-style-type: none"> <li>a. Village hall availability to be checked for 16<sup>th</sup> March and booked. - provisional 6.45pm doors open and 7.30pm meeting start.</li> <li>b. Pie and peas pricing to be obtained for 50/75/100 pies</li> <li>c. Refreshments to be purchased</li> <li>d. Event invite flyers, posters and banners to be created to include public meeting and referendum dates.</li> <li>e. Scouts to be booked for leaflet drop.</li> <li>f. Invites also to be sent out to other local bodies and representatives</li> <li>g. 6 banners to be printed by end of February.</li> <li>h. 6 banners to be sited 1 week before.</li> <li>i. Powerpoint presentation to be created.</li> <li>j. Press Releases drafted for approval for print, radio, online by 27<sup>th</sup> February</li> </ul>	<p>LH CH LS LS/RP LH LH/LS LS RP/PR PR LS</p>
	<p><b>Agree plans for the Referendum:</b></p> <ul style="list-style-type: none"> <li>a. Press Releases for approval for print, radio, online by 6<sup>th</sup> March</li> <li>b. Centre Page spread in Foss Focus</li> <li>c. Add a countdown on the website</li> <li>d. Scouts to be booked for leaflet drop. Including the Summary Document</li> <li>e. 6 banners to be printed by 13<sup>th</sup> March</li> <li>f. 6 banners to be sited 1 week before.</li> <li>g. Flyers, posters and banners to be created to include referendum date.</li> <li>h. NDP Summary Document to be created by 1<sup>st</sup> March</li> </ul>	<p>LS LS investigate. LS LH LS/RP RP/PR RP LS</p>
	<p><b>Update on land considered within the NDP in particular the Sturton Road development and the Sykes Lane/Church Lane Ridge and Furrow Field</b></p> <p>An update was provided noting that the Sturton Road development has been passed on appeal and feedback from Natural England was received in relation to the ridge and furrow field.</p>	<p>-</p>