



# SAXILBY WITH INGLEBY

## Neighbourhood Development Plan

### Saxilby with Ingleby Neighbourhood Plan Steering Group Meeting Notes

Tuesday 12 <sup>th</sup> July	Start: 7.30pm	Finish: 8.20pm
Venue: The Meeting Room, St Andrews Community Centre, William Street, Saxilby, LN1 2LP.		

No.	Item	Action Owner
1.	<p><b>Welcome and attendees</b>  <u>Steering Group (SG)</u>            Chairman - Liz Hillman (LH).</p> <p>Karen Baty, Louise Bembridge, Alison Clubley, Cath Cole, Ray Parnell, Paul Roberts.</p> <p>Lydia Smithson (LS) Administrator</p>	-
2.	<p><b>Apologies for Absence Received</b>            Luke Brown (LBr), Chris Hewis, Gerry Ives, Russell Spurr and Patrick Nicholson</p>	-
3.	<p><b>Approve Meeting Notes from Tuesday 5<sup>th</sup> July 2016</b>            The notes from Tuesday 5<sup>th</sup> July were reviewed and approved.            KB is to attend the Saxilby Gala instead of CC.</p>	LS add online.
4.	<p><b>Review and accept the draft Plan consultation report</b>            It was <b>resolved</b> to accept the report, pending additional comments being added from late representations submitted as part of the Regulation 14 consultation process.</p>	LS update plan.
5.	<p><b>Consider further responses received as part of the Regulation 14 consultation process</b></p> <p><b>a. Response from Historic England</b>            The response noted the Bridge Street conservation area was judged to be 'at risk' in the 2015 conservation areas survey</p>	LS email consultee for further information on the

<p>Historic England suggested working with WLDC to create a Conservation Area Management Plan for the Bridge Street conservation area with a view to removing the conservation area from the Historic England Heritage at-risk register. This approach was supported by the Steering Group.</p>	<p>survey frequency. Add to next agenda to consider sending the item to Full Council.</p>
<p>Historic England suggested contacting the County Council Historic Environment Record to support the production of the plan and its delivery.</p>	<p>LS progress.</p>
<p><b>b. Response from West Lindsey District Council (WLDC)</b> LS and LH provided an update from a meeting with LBr regarding WLDC feedback on the draft Plan:</p>	
<p>1. In the tourism policy it was suggested to remove the word ‘moorings.’ It was <b>resolved</b> to support this suggestion.</p>	<p>NC action.</p>
<p>2. WLDC queried the local connection criteria, as it may be too specific. It was <b>resolved</b> to retain the policy, as the criteria is specific and then broadens out.</p>	<p>NC action.</p>
<p>3. WLDC suggested removing the Church Lane development policy as the information is contained elsewhere (for example in the planning conditions of the development). WLDC suggested it could be retained in the plan for information but not as a policy. It was <b>resolved</b> to retain the policy.</p>	<p>NC action.</p>
<p><b>c. Response from Lindum Group</b></p>	
<p>1. It was <b>resolved</b> not to change policy 1.</p>	<p>NC action.</p>
<p>2. It was <b>resolved</b> to wait until the draft housing design statement is received before considering any amendments to Policy 3, in particular with reference to policy 3e.</p>	<p>NC and LS.</p>
<p>3. Comments were received from Lindum Group regarding the Housing Needs Survey. The Group noted that it was an independent survey commissioned to establish a baseline to provide an indication of housing need in the parish.</p>	<p>NC.</p>
<p><b>d. Response from Strutt &amp; Parker for A.E Williamsons and Sons</b></p>	
<p>1. It was <b>resolved</b> to keep policy 3 the same as the Saxilby business park has been identified for business development and the group understands the Plan does not identify areas for further development as this would be decided within the Local Plan.</p>	<p>NC.</p>
<p>2. The suggestion to relocate the school would be a matter for the County Council.</p>	<p>NC.</p>
<p>3. Page 4 Q2 of the response suggested adding an extra objective into the Plan. It was <b>resolved</b> to support this suggestion.</p>	<p>NC.</p>
<p>4. Page 4 Q4 made suggestions regarding the paragraph numbering and the wording of integrating car parking within the landscape. The Steering Group supported these comments and</p>	<p>NC.</p>

	<p>requests NC reviews policy 2 accordingly and provides a suggested amendment for consideration by the Group.</p> <p>5. Page 4 Q5 suggested updating policy 3. The Steering Group <b>resolved</b> not to change the policy. With regard to 1 and 2 storey only the Group <b>resolved</b> to wait until they received the draft housing design statement before making a decision on this matter.</p> <p>6. Page 5 Q6 – The group seeks further guidance from NC.</p> <p><b>Response from Robert Doughty Consultancy for Mr G Hotchkin</b></p> <ol style="list-style-type: none"> <li>1. Check correct grid reference is used in the Plan.</li> <li>2. The consultee suggested further justification is required as to why the parcels of land have been put forward for designated green spaces.</li> <li>3. It was resolved to retain the two pieces of land within in the Plan to be out forward for designation.</li> </ol> <p><i>Note: More detailed justification for retaining or making changes to the draft Plan, in particular in relation to the policies, will be presented in the Consultation Summary report.</i></p>	<p>NC.</p> <p>NC.</p> <p>NC. LS and LH to further develop the green spaces section of the Plan. NC.</p> <p>LS update draft plan consultation report with latest consultation responses.</p>
6.	<p><b>Review and accept the Basic Conditions statement</b> The item was deferred for a week to allow for proof reading.</p>	<p>LS add to agenda and email for proof reading.</p>
7.	<p><b>Consider areas for discussion with the Lincolnshire Co-operative regarding the Sun Inn and bridge street conservation area.</b></p> <ul style="list-style-type: none"> <li>○ Plans for the Sun Inn/change of use of premises?</li> <li>○ Conservation and tourist area looks terrible, complaints</li> <li>○ Maintenance of outside - bins overlooking residents</li> <li>○ Plans for field and overhanging footpath</li> <li>○ Future plans in relation to the toilets and sluice</li> <li>○ Consider longer leases on the property</li> <li>○ Extending the presence in the village?</li> <li>○ Interested in being involved in the regeneration of the area?</li> </ul>	<p>LS contact coop to arrange meeting and then another September meeting.</p>
8.	<p><b>Review draft Foreword for the Plan</b> The Foreword was reviewed.</p>	<p>LH email updated version to SG.</p>
9.	<p><b>Review budget and if necessary approve contacting Locality to update the agreement of what the grant is to be spent on</b> Final public event (around September) needs budgeting for. 50 copies of the NDP would cost around £315. Developing a summary of NDP to be circulated prior to the referendum was discussed and would need budgeting for. LS and LH develop a budget proposal for the SG to consider.</p>	<p>Add to agenda</p> <p>Add to agenda</p>

10.	<p><b>Agree Steering Group/community members who will undertake a final review of the Plan to check for any errors</b></p> <p>It was agreed that David Birkett, Karen Baty and Russell Spurr would undertake a final review of the Plan when it is 'completed.'</p>	LS.
11.	<p><b>Next meeting</b></p> <p>Tuesday 26<sup>th</sup> July 7.30pm St Andrew's Centre SG and Committee Meeting</p>	LS book room.