



SAXILBY WITH INGLEBY

Neighbourhood Development Plan

Saxilby with Ingleby Neighbourhood Plan Steering Group Meeting Notes

Thursday 15 th September	Start: 7.30pm	Finish: 8.40pm
Venue: The Meeting Room, St Andrews Community Centre, William Street, Saxilby, LN1 2LP.		

No.	Item	Action Owner
1.	<p>Welcome and attendees <u>Steering Group (SG)</u> Chairman - Liz Hillman.</p> <p>Karen Baty, Louise Bembridge, Cath Cole, Chris Hewis, Gerry Ives, Patrick Nicholson, Ray Parnell, Russell Spurr and Steph Tyson.</p>	-
2.	<p>Apologies for Absence Received Alison Clubley, Rosie Foster and Lydia Smithson (Administrator)</p>	-
3.	<p>Approve meeting notes from 26th July 2016 The notes were reviewed and approved.</p>	LS add online.
4.	<p>Plan updates</p> <p>a. Review and accept the proposed updates to the green spaces section The additional green spaces and associated information contained in Appendix D was reviewed. It was resolved to accept the proposed additions, whereby the total number of proposed local designated green spaces totals 13.</p> <p>b. Update on the mapping of the green spaces section It was noted that additional mapping would need to be completed by the mapping consultant to include the additional green spaces the Plan.</p>	-

	<p>c. Update on the Heritage Assets section CH, LH and LS have walked around the parish and photographed the additional heritage assets which are to be included in the Plan. These will be available for review and comments in the next version of the draft Plan to be circulated.</p>	SG review.
5.	<p>Update on the supporting NDP documents</p> <p>a. Review and accept the Consultation Summary It was noted the document had outstanding queries which the consultant needs to resolve. GI suggested amendments to page 41 and 42. The acceptance of the policy was deferred.</p> <p>b. Note the update of graphics on the Consultation Summary and Basic Conditions Statement documents The SG noted the graphics and layout good. Both documents will need proof reading before acceptance.</p> <p>c. Update on the Housing Design and Character Assessment Report, including timelines to receive the final document from the consultant This document has not yet been received. Consultant is waiting to hear from Lincolnshire County Council Archaeological department regarding historic field boundaries. The final document is due 26th September, with proof reading planned from this date, to be followed by an extraordinary meeting of Parish Council to approve the submission version of the Plan.</p>	<p>LS.</p> <p>LS circulate when received.</p>
6.	<p>Consider setting a date for the Steering Group to visit Green Spaces SG to meet at CC's house on Saturday 24th September at 3pm to visit the Daubeney Green Spaces and the Wildlife Breeding Ponds</p>	SG.
7.	<p>Update on the latest budget including</p> <p>a. Consider extending the NDP Assistant's contract The NDP assistant will be needed after contract ends in November. It was resolved proposed to extend the contract until the Plan is made, within the agreed budget.</p> <p>b. Note additional green space mapping costs The additional mapping costs are expected to cost an extra £50. It was resolved to recommend the additional payment for approval.</p> <p>c. Recommend for approval the green space mapping costs to date The mapping costs are £450. It was resolved to recommend for approval the updated mapping costs.</p>	LS add to Full Council agenda.

8.	<p>Further updates</p> <p>a. Feedback on the Conservation Officer meeting A positive meeting was held with Matthew Crook the Conservation Officer from West Lindsey District Council (WLDC). The notes of the meeting will be circulated to the SG.</p> <p>The last Bridge Street Conservation Appraisal was completed in 1988, with the information now needing refreshing. It was noted the High Street and Church Road should be considered for designation as a Conservation Area in the next 5-10 years.</p> <p>A multi-agency meeting is to take place next week to discuss Bridge Street Conservation area.</p> <p>b. Meeting with Co-op's Property Estates Manager A site visit was carried out at the Sun Inn and areas of concern were highlighted to the Co-op. Remedial action has taken place on the Sun Inn and out buildings including new guttering.</p> <p>The public house remains vacant, with the Co-op continuing to search for a new landlord. If this is unsuccessful and the pub is no longer viable, an application may be made to redevelop the site for housing. At the site meeting the SG members reiterated the support for retaining the property as a pub, and how this fits in with regenerating the area (to remove the Bridge Street Conservation Area from Historic England's at-risk register). The notes of the meeting will be circulated to the SG.</p> <p>There was a query regarding the public conveniences and sluice room facilities when the current lease expires.</p> <p>c. Foss Focus article RS and ST are to write the next NDP article for the Foss Focus.</p>	<p>LS.</p> <p>LS investigate funding for appraisal.</p> <p>LS.</p> <p>-</p> <p>RS and ST.</p>
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