



SAXILBY WITH INGLEBY

Neighbourhood Development Plan

Saxilby with Ingleby Neighbourhood Plan Steering Group Meeting Notes

Friday 20th May 2016	Start: 7.30pm	Finish: 8.45pm
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 (LH).</p> <p>Louise Bembridge (LB), Luke Brown (LBr, <i>West Lindsey District Council</i>), Cath Cole (CC), Gerry Ives (GI), Patrick Nicholson (PN), Ray Parnell (RP), Paul Roberts (PR), and Steph Tyson (ST). Lydia Smithson (LS) Administrator.</p>	-
2.	<p>Apologies for Absence</p> <p>Karen Baty (KB), Alison Clubley (AC), Natalie Cockrell (NC, <i>Neighbourhood Planning Officer</i>), Chris Hewis (CH), Rosie Foster (RF), Peter Odam (PO), Keith Taylor (KT) and Colin Todd (CT).</p>	-
3.	<p>Approve Meeting Notes from Thursday 5th May 2016 The notes from Thursday 5th May were reviewed and approved.</p>	LS add online.
4.	<p>Update on the actions from the previous meeting:</p> <p>a. Update on Regulation 14 progress, including Draft Plan consultation event on Friday 13th May Positive feedback regarding the event was received with 35 attendees and free refreshments and jacket potatoes being provided. People took the time to sit and read the document and provide comments. There was a display where attendees could leave comments on sticky notes for each of the consultation questions. There will be further opportunities for people to shape the Plan during a public meeting prior to the referendum, as well as ongoing</p>	LS write-up report from the event and continue to collate Reg 14 consultation responses.

	Regulation 14 consultation.	
5.	<p>Confirm arrangements for community consultation as part of Regulation 14 for Tuesday 24th at Oaklands (10.30am-11.30am) LH visited last week and Oaklands agreed LH and LS could visit.</p> <p>Tue 24th May at St Andrews Centre (10am-12) GI and CC to man the stand at St Andrews.</p>	<p>LH and LS.</p> <p>GI and CC.</p>
6.	<p>Saxilby Gala update Steering Group members to let LS know of availability. LS arrange rota.</p>	LS.
7.	<p>Review the Terms of Reference for the Steering Group ToR have been reviewed and updated. Steering Group to provide LS with feedback.</p>	LS circulate ToR.
8.	<p>Update on West Lindsey Information and Networking event at Welton on Sat 11th June and confirm attendees LH outlined LBr's letter regarding the WLDC Information and Networking Event at Welton on Saturday 11th June 2-5pm. LBr requested the SG could share their experiences of community consultation. Other parishes will be present including Nettleham, Welton and Caistor who have a Made Plan. Other organisations present will include the DCLG, County and District Council, Community Lincs and Locality.</p>	LH to attend and take copies of SG documents.
9.	<p>Project Plan update RP and LBr provided an update on progress against the Plan which indicates:</p> <ul style="list-style-type: none"> • 3rd August Parish Council meeting to approve the submission plan • The latest submission date is the 4th August • Up to 45 days for the examination • Then 2-3 days to make Plan changes (2-3 days) • Then 28 working days to the referendum date which is expected to be late October early November. 	LS circulate version 5.3.
10.	<p>Update on the Budget CH not present.</p> <p>It was noted that if NC needed to make changes to the draft Plan based on the outcome of the Regulation 14 consultation, this is not currently included in the budget.</p> <p>LBr suggested the local green space maps need to be higher quality in the final Plan, which will have cost implications.</p>	LS liaise with LBr and obtain mapping quotes

11.	<p>Set date for next meeting and date for a workshop to consider the comments made under the Regulation 14 consultation</p> <p>W/C 22th June for workshop and set next meeting date at the workshop.</p>	LS.
12.	<p>AOB:</p> <p>Stirlin Developments RP noted Stirlin Developments had been in touch regarding their plans to develop a new site near the Saxilby business parks; the enterprise and riverside parks are expected to be fully occupied by 2018.</p> <p>A discussion was held regarding the extent the Plan could support the development and whether the site could be identified within the Plan, but it was noted it was too late to do this if the current timelines were to be met. However if there was support for the development, the policies within the Plan could potentially be strengthened.</p> <p>Stirlin Developments are to be advised to contact the Parish Clerk to request attendance at a Council/public meeting.</p> <p>Draft Plan LBr noted the District Council (WLDC) have identified a gap in the current plan regarding detailed information on the design of new builds. WLDC are looking to cover the cost of a supplementary planning document for Saxilby which focuses on the design of housing e.g. style, material, orientation and type of housing.</p> <p>LBr explained that Planner Ann Skippers is expected to undertake the review of the draft Plan.</p> <p>LBr noted Natural England have been in touch regarding the draft Plan and suggested a screening report/sustainability may be required appraisal, in the relation to a European directive. This is due to the draft Plan referring to developing tourism in the Conservation Area. Consequently, this policy may need amending to resolve this issue.</p> <p>Central Lincolnshire Local Plan Consultation on the Local Plan is taking place and a discussion was held regarding the pressure further development may place on infrastructure in the village, with the a local GP practice being unable to fill vacant positions and the school being at capacity.</p>	<p>RP.</p> <p>LBr arrange date for initial workshop between the SG and WLDC Planners.</p> <p>LH update Full Council.</p> <p>LS await written consultation response from Natural England.</p>