

**Minutes of the meeting of the Neighbourhood Plan Steering Group**

**held at 7.30pm in the Council Meeting Room**

**on Tuesday, 11th December 2018**

**Present:** Pam Jones, Paresh Patel, John Weston, Phil Laughton, Mick Wiseman,

Liz Ellis, Neill Ransom, Ben King, Kate Hill, John Preston and Colin Wilkinson.

**Apologies:** Mike Jones, Mike Duxbury, Carole Shaw and Susan Graham

**1. Declaration of interest and request for dispensation**

 LE declared that she is a director of the management company that owns the land surrounding the dovecote.

**2.** **Minutes of meeting held on 11th September 2018**

Correction to Point 2: Minutes of meeting held on 10th April 2018 should read: Minutes of meeting held on 14th August 2018. Minutes have been corrected accordingly. It should also be noted that the proposed meeting on 13th November was cancelled.

Agreed as proper record of meeting. Proposed by LE and seconded by NR

**3.** **Matters arising from those Minutes**

 PJ reported that she attended the LCC Neighbourhood Planning Networking event on 20th November where it was reported that growth areas included the Leicester City A46 Proposed Growth Corridor, the area around East Midlands Airport and the A5 corridor (Hinckley). Melton Mowbray has also been marked as a key area for growth. PL advised that the strategic plan has been approved by Cabinet.

**4. Next Steps**

Borough councillor, Daniel Grimley, who is a member of the planning committee, has asked if he can see a copy of the draft plan. It was agreed that PJ should give a copy to the PC and, subject to their approval, a copy to DG specifying that as it is the first draft it is for information purposes only. **AP – PJ**

CW then talked through aspects of the plan pointing out that the consultations carried out thus far have been a “wish list” but he has aimed to produce a realistic plan which falls into both the national and Charnwood guidelines. The next round of consultation needs to confirm or deny some of the content and gauge community opinion. At this stage we have qualitative detail but not much quantitative detail. Also, more illustrations and photographs are needed and the boundaries shown in the maps, such as the areas of separation, need to be looked at in more detail to ensure they are correct. We must demonstrate that we have support for the content of the plan. PJ suggested the following as three key areas on which we should concentrate our efforts in order to move forward: photographs, questions for the questionnaire and corrections to the text. PL advised that many of the facts required by CW can be obtained from the parish records, which he can find. MW will provide sporting photographs and also see where there are any photographic shortfalls. PL will forward any traffic photos to MW. It was agreed that any comments, additions or amendments should be sent to PJ for onward transmission to CW before the next meeting on 8th January. **AP – All**

JP advised that he will produce a draft questionnaire in time for our next meeting. We need to make sure the questionnaire is completed before the end of March as the cost of it forms the major part of the funding we received from Awards for All and those funds need to be used before April 2019. It should constitute no more than 15 pages and can be put online and on Facebook. PJ will find out the Gazette distribution dates so we can arrange for the paper copies to be inserted. **AP – PJ**

KH will forward the steering group meeting dates for 2019 to members, including JP, JS and CW, when sending out the minutes and agenda. **AP – KH**

**5. Agenda items for next meeting on 8th January 2019**

 Standard items plus draft plan update and discussion on the draft questionnaire**.**