



Minutes of the meeting of the Neighbourhood Plan Steering Group held at 7.30pm in the Council Meeting Room on Tuesday, 13th February 2018

Present: Pam Jones, Mike Jones, Mike Bunn, Mike Duxbury, John Weston, Paresh Patel
John Preston and Jhanvi Shukla representing RCC and Colin Wilkinson from Planit-X were also in attendance.

Apologies: Phil Laughton, Liz Ellis, Ben King, Kate Hill

1. Declaration of interest and request for dispensation

None registered.

2. Minutes of meeting held on 31st October and 12th December 2017

Agreed as proper record of meetings

9th January - proposed by MB and seconded by JW

3. Matters arising from those Minutes

Pam thanked PL and MD for producing the end of grant form for the first phase of the process.

A dropbox has now been set-up which we should all use to store and access our documents.

Pam also thanked John Preston for the sample questionnaires (which are on our dropbox system).

PP contacted CBC to see if they would come out to do a traffic survey and look at the impact on the environment and potential pollution from the potential new developments but they would not come out.

JW reported that on the Marrion Website it reports that traffic surveys have been undertaken but they patently have not been done.

Pam will ask the Parish Council if they will consider employing a traffic consultant.

AP - PJ

4. Finance Update

MD reported that PL has put in the report of the final spend of the first tranche of money.

JP has sent through a quotation for the next tranche of funding. It was agreed to add additional monies (£50) to the stationery budget to cater for potential printing for the QNP Steering Group and add monies for another Village Hall Meeting (£150). This would then form the basis of our application to the Lotteries Awards for All scheme.

JP was asked to draft that application and send it to PL for submission to the lottery.

AP – JP, PL

CW mentioned some Parish-on-line mapping software that would be useful for the Parish Council, PJ will ask Parish Council to fund.

AP - PJ

5. **Workshop with Colin Wilkinson**

The Workshop was run jointly between RCC and Planit-X and covered 7 topics. The detail was taken away for transcription by RCC and Planit-X.

- 1 Does the feedback we have received so far reflect the views of the whole of Queniborough?

The views were that there are gaps that need to be addressed.

- 2 What is Queniborough's Strategic Role and how does it fulfil this?

CW took us through where the Neighbourhood Plan (NP) sits in the overall planning process. At the top is a National Planning Policy Framework (NPPF), underneath which is the CBC Local Plan (from 2011 – 2028), our Neighbourhood Plan sits beneath this and must conform to the policies in the documents sitting above.

There is another plan which is currently under development, the Leicester and Leicestershire Strategic Growth Plan ((LLSGP) looking at planning until 2036) which will sit in-between the NPPF and CBC's Local Plan. The question asked was should we prepare our NP to fit into the current system or look at producing it to cater for the new LLSGP. We agreed to cater for the current situation and amend our NP if necessary to fit with the new LLSGP when it is ready.

Our NP gains weight as it goes through the process. It currently has no weight but becomes material when it is a 'pre-submission plan'. Once it passes examination planners start to take notice of the content and after the referendum (if successful) it will become part of the planning process.

- 3 What are the key issues for Queniborough identified so far?

We identified ; Housing – New Developments ; Traffic ; History and Heritage – Conservation Area ; Open spaces/Environment.

- 4 What are the key issues for our NP?

Funnily enough they are the ones above. However Traffic is not a Planning Issue so must be dealt with differently in the NP.

- 5 What do we do with non-planning issues?

We can develop a document containing a list of Community Actions and outline a prioritised list of projects which can be implemented within a given timeframe. Examples of both documents were shared at the meeting.

6 What is the vision for the future of Queniborough?

To be covered at a later date.

7 What are the next steps to further develop our NP?

- a. Set up the workgroups
- b. Draft and test a community questionnaire (using the output from the workgroups)
- c. Draft questionnaire specifically for Queniborough businesses (Pubs, Butchers, Newsagents, Hairdressers, Post Office). JP to send examples through. **AP – JP**
- d. Contact Joy Harding and set up a workshop specifically with the school. **AP – LE, MB, PJ**
- e. Send note to interested parties asking for help with the workgroups. **AP - MJ**

6. **Agenda items for next meeting on Tuesday, 13th February at 7.30pm**
Standard agenda items plus. Confirm format and content of Questionnaires.
Confirm workgroups and allocate leaders.

Date of next meeting – Tuesday, 13th March at 7.30 pm.