



**Minutes of the meeting of the Neighbourhood Plan Steering Group
held at 7.30pm in the Council Meeting Room
on Tuesday, 10th April 2018**

Present: Pam Jones, Mike Jones, Paresh Patel, Phil Laughton, Mick Wiseman, Susan Graham, Neill Ransom and Kate Hill

Apologies: Liz Ellis, Mike Duxbury, John Weston and Ben King

1. Welcome to new steering group members

PJ welcomed Susan, Mick and Neill and thanked them for joining the steering group. MJ summarised the purpose of the neighbourhood plan and what we had achieved to date.

2. Review of members' statements of interest

Members reviewed and amended their statements to reflect any changes.

3. Declaration of interest and request for dispensation

None registered.

4. Minutes of meeting held on 13th March 2018

Agreed as proper record of meeting.

Proposed by PL and seconded by PJ

5. Matters arising from those Minutes

PL reported that we now have the mapping survey software. He also reported that 4 traffic consultants had been approached but 2 of them are already working on behalf of developers. PL is meeting with the other 2 next week. One of the consultants has advised that the Barkby Road site is based on sound principles and if there are no up to date traffic statistics available then consultants apply the methodology used in similar developments in other parts of the country. PL confirmed that we will be asking for an overall assessment to cover all the applications being made and the Highways Department has asked to be kept informed.

A new application has been made to CBC (P/18/0611/2) for 220 dwellings off Melton Road. The closing date for comments and objections is 2nd May. NR advised that Gladman's application for 300 dwellings in East Goscote had also been made to CBC. PJ advised that she had met with Stephanie Bradshaw, secretary to Edward Argar, and had sent information about the new developments to her.

PL confirmed that the Awards For All grant of £6,485 has been approved but not yet received. There was an underspend of £1,030.94 from the Locality grant and this has now been returned until it is needed.

PJ has asked Joy Hardy if we could give a presentation and questionnaire to the schoolchildren but has not received a response as yet, probably because it is a busy time due to SATS. NR expressed an interest in helping out with this project if Joy is in agreement.

6. Working groups – Progress to date / Allocate leaders / Next steps

PJ, MJ and LE had looked through all the issues raised as a result of the community and stakeholder consultations and have rationalised them into the 4 working groups. MJ will produce a briefing for the groups to use so everyone uses the same criteria to ensure consistency. It was agreed that the group leaders would complete the History and Heritage grid as provided by RCC before the next meeting so everyone else can follow suit. Once completed PJ will forward the grid to Jhanvi and John at RCC for quality assessment. PJ will ask MD and BK if either of them would like to lead this group and if they would be available to assist in completing the grid; if neither of them want to lead the group then PJ will do it. NR will lead the Open Spaces and Environment group with SG and MW supporting. MJ will lead the Housing group supported by PP and PL. LE will lead the Traffic and Transport group with KH supporting. PL pointed out that as Parish Clerk he will have access to local information which may be of use to the groups. MJ will send an email to all interested parties to let them know what the working groups are and will draft an article for the Gazette asking for volunteers to assist. **AP – MJ, NR, LE, PJ**

7. Where to find evidence

PJ will ask Jhanvi and John how to find evidence. PP suggested looking at the Thurstaston and Cropston NP to see what methodology they used.

8. Agenda items for next meeting on 8th May 2018

Standard items plus report back on History and Heritage grid and where to find evidence.