

Burghwallis Neighbourhood Working Group

Minutes of meeting held at Burghwallis Public House

29th August 2013

Present:

Parish Councillors: Kath Waters, Jill Laming, Brenda Grimes

Working Group: Adrian Sowden (chair) Alistair Owens (secretary) David Etchell,

Planning Aid Volunteers: Megan Wilmot (Ashfield BC Planning Dept)
Simon Sharp (West Lindsey BC Planning Dept)
Linda Trollope (Planning Consultant)

Apologies: Erica Haddock

1. Minutes of previous meeting 15th July

Correction to financial report: Financial submission should be made every 3 months not monthly as stated.

2. Introduction and apologies.

Adrian explained that Les Coupland had resigned as Chairman of the parish council and as a member of the neighbourhood plan (NP) working group. All members wished to offer their sincere thanks for the drive, encouragement and commitment shown by Les in steering the concept of the neighbourhood plan.

Linda Trollope of Planning Aid explained their role as volunteers was to advise the working group on the process of constructing a plan, ensure it meets the both the framework recommendations and legalities involved. Their support is coordinated through Mike Dando.

The volunteers would form the main team that will conduct the training session of the working group members scheduled for 3rd September 2013.

3. Actions from last meeting:

A copy of DMBC strategy, Local development framework, Environment strategy, Economic strategy village population census and the number of local businesses was circulated. In the absence of Erica from the meeting it was decided that the content of this information be reviewed at the next meeting

Erica

A copy of the comprehensive NP plan submitted by St James Exeter was circulated

A copy of the NP completed by Upper Eden was also circulated. It was noted that this plan was one of the government's guinea pig projects and received an extraordinary

fund of £20,000 to publish the plan. Burghwallis was urged not to be put off by the scale of the Upper Eden, or St James Exeter plans.

Promotional Plan:

It was decided to produce a flyer aimed at local residents to gauge reaction and illicit response. The content is to be initially compiled by David in order to allow Erica to design the flyer.

David / Erica

It was decided we should develop two versions of a letter to accompany the flyer; firstly to local residents with a second version aimed at local business and statutory agencies.

Kath

The volunteers from planning aid urged that we do not regard the neighbourhood plan as a Nimby charter. As the plan will have a lifetime of 15 years we should aim to protect the green belt as a core strategy. We should also ensure that infants and children are included as part of the plan as in 15 years time these will be young adults.

In addition to the list of businesses compiled so far the following addresses should be added:

The children's home on scorcher hills
The Vineyard
The Stud
Saint Anne's nursing home
Margaret Burns (local history group)

Statutory consultation agents should be included as part of the consultation

English heritage (listed buildings and structures)
DMBC (constraint file which lists resources, flood areas and areas of Special Scientific Interest (SSI)
Coal mines (mining activity)
Yorkshire Water
British Gas (gas line across fields)
Yorkshire Wildlife Trust (SSI)
Highways Agency (A1)
DMBC Highways department (local roads)

The volunteers advised the working group that statutory agencies need to be pursued to ensure that they respond. A non-response is not an acceptable legal outcome. *Kath*

A process mapping document is to be developed which may support or replace the "Smart sheet" submitted by Mike Dando *Erica*

Website:

Is been agreed by the parish council that we transfer the web hosting from the existing site to a company called TSO Hosts. This will overcome the current poor service from the current supplier. It is also intended we register the domain name www.burghwallis.org.uk which will redirect enquiries to the main site www.burghwallisparishcouncil.co.uk. This will prevent anybody else registering the same

name and also present the website as an organisation.

The website will also feature a section on the NP to give information and illicit response from residents and businesses. We will also adopt a new format to the website design from TSO hosts in order to overcome any on-going coding issues by the original developer.

Kath / Alistair

4. Financial Report:

Kath advised that although we have a £1,550 grant towards the publication of the NP only 90% so far been released. We need to submit monthly expenditure drawn against the ground. A total of £30.90 has been spent so far. Les advised at the last meeting that we would be able to apply for additional funds if required although the allocation of funds is not guaranteed.

Kath

Brenda advised she could help with the printing costs of documents through her work. The following prices have been given:

Based on quantities of 220 sheets printed on 130gms gloss.

Black single sided	£3.00
Black double sided	£6.00
Colour single sided	£11.00
Colour double sided	£22.00

Brenda

6. Questions From The Public:

There were no issues to submit at this meeting

7. AOB:

Adrian requested the group compile their thoughts on the structure of the NP in preparation for the training session on 3rd September. He urged that we keep the momentum going, gain feedback from residents, businesses and statutory agencies as soon as possible.

He also reflected on the need not to be phased by the scope of the Upper Eden and St James's Exeter plans and we need to consider the key items that are appropriate to Burghwallis.

8. Date of Next Meetings:

3 rd September Training session	@ 19:00 @Burghwallis Public House
12 th September NP working group	@ 19:00 @Burghwallis Public House
27 th September NP working group	@ 19:00 @ Burghwallis Public House
