

Lyonshall Neighbourhood Development Plan

Project development discussion 7th November 2016, Wildwood, 7.00pm.

Present: Cllr Avery (Chair), Cllr Howard, R Addis, Clerk R Bissell.

As there has already been considerable consultation and earlier working groups, a smaller steering will be formed to update further consultation and produce a brief, clear and achievable Neighbourhood development plan reflecting the wishes of the parish. The parish will be consulted on the draft Neighbourhood development plan before regulation 14 of the procedure. The group will follow parish council procedures

Points covered

Steering group

- Confirm members - The steering group will be formed from Cllr Avery, Cllr Howard, Mr R Addis. Other possible members discussed to cover workload. Confirmation required for new members Mr N Rowlatt and Mr J Burgoyne.
- Confirm meeting days and venue - Fortnightly Mondays, but mostly Tuesday meetings at 7.00pm, Wildwood.
- Agree Terms of Reference - The terms of reference were revised slightly to be raised at Parish Council meeting on Thursday for approval.
- Discuss extra hours for clerk - Any extra hours worked on NDP above the working week will be paid.
- Prepare an action plan and timescale - Discussion on a high level action/project plan with timescales took place. Clerk to prepare, circulate to steering group and possibly meet to refine before the Parish Council meeting Thursday. Action plan to be reported at Parish Council meeting.
- Provide evidence and publish on website - open and transparent. Transparency is important. All documents will be available on the PC website NDP page. It was also suggested the steering group minutes be published with the parish council agenda as supporting information.
- Declarations of interest will be required from all members and will be on the agenda at every meeting.

Review consultant and engage to help review prepared work and produce draft plan.

The steering group discussed the services of a consultant and felt the group would be able to produce the objectives and policies for a draft plan which at that time could be reviewed by a consultant. The clerk advised Data Orchard have offered to discuss options.

The group continued to discuss the workload and the plan criteria at a high level.

Workload

- Housing survey. Third questionnaire. Land availability. Plan

Plan criteria

- Vision
- Introduction/ local history - brief with progress in Lyonshall to date.
- Objective headings include housing & development, business/enterprise/tourism, environmental, culture/recreational/heritage, chicken sheds
- Policies - include chicken broiler sheds, wind turbines and polytunnels.

The plan must be clear, relatively short and achievable.

Funding the plan

- Reserves £14K
- Grants available 2016/17 up to £9000 from DCLG.

Meeting closed 9.30pm.

Signed.....

Date.....