

**Mintues of Sleaford Neighbourhood Development Plan Working Group
17th meeting – by Zoom**

Friday 28th May 2021, 2pm – 4pm

Working Group Members

Cllr Robert Oates, Chairman
Cllr Paul Edwards-Shea
Cllr Ken Fernandes
Mr Nick Law (until 3.20 pm)
Mr Keith Maltby
Mr David Marriage
Ms Clare Edwards, NCCD
Cllr David Suiter

Consultants

Ms Janet Clark, Community Lincs
Mr Steve Kemp, Open Plan

Sleaford Town Council

Ms Nicola Marshall, Deputy Town Clerk

Apologies

Ms Kathy Blythe

1 Welcome and Apologies

The Chairman welcomed all to the meeting.

2 Note of last meeting on 14th May 2021

The meeting approved the Notes. **Action:** NM to post Minutes on the Sleaford Town Council website.

3 Actions arising from the Last Meeting

3.1 Report of Stage 1 Engagement Strategy (Minute 4.1 refers)

Comments had been received from Working Group members and the People's Panel.

3.2 Plans for Vision and Objectives Workshop (Minute 4.2 refers)

Actions under this item were covered in the Agenda of this meeting.

3.3 Plans for walking tours with the public and Civic Trust (Minute 5.1 refers)

A draft proposal for walking tours with public and schools had been circulated by the Chairman for discussion with the Group. The Chairman confirmed he would send a draft proposal within the next week to Nick Law for the schools' walking tour. NL suggested that the Castlefield site be included in the walk. **Action:** D Marriage to speak to Garry Titmus of the Castlefield Working Group for their input.

The Chairman and Steve Kemp explained that a draft vision and objectives would be started after the presentation from Janet Clark. This would be a first draft for the public workshop on 29th June.

PART ONE

4. Project Stage 1: Engagement Strategy

4.1 Report of Stage 1 Engagement Strategy – presentation by Janet Clark

(i) Janet Clark introduced the Engagement Report which was an overview of the analysis of the questionnaires and formed the basis for the vision and objectives of the Neighbourhood Plan.

- The purpose of the questionnaires
- How this consultation fits into the Neighbourhood Plan Roadmap

- Summary of the analysis
- Next Steps

There would be further opportunities for the community to be involved before the referendum on the draft Plan.

The Engagement Report would not be formally examined as part of the NP process but would form part of the Plan's 'Consultation Statement'.

(ii) Household Questionnaire

All age groups were represented in the returns, with the over 50s being the highest group.

Issues and themes which emerged from the findings were presented under the headings within the questionnaire, as follows:

- Community safety
- The Environment and Sleaford's Heritage
- Highways, Transport and Parking
- Housing and Development
- Leisure and Arts
- The Local Economy
- Accessibility

(iii) Business Questionnaire

There had been a low return (#26) but a cross-section of businesses was represented. There was some overlap with themes in the Household Questionnaire.

The Chairman thanked JC for the presentation. Members of the Working Group then raised points and questions, these included:

- School transport and pressure points in the town. Nick Law gave a brief update on school public transport and on-going discussions with agencies including the education authority.
- Route map of progress with the NP – the amended dates of each stage would be added to this slide for the public workshop in June.
- The areas of concern from a safety point of view could be visited on the walkabout.
- Manual of Streets and other documents will be referred to in the Plan including NKDC transport strategy, river management and town centre development.
- Since arts and leisure services had been closed over the past year, it would be timely to seek more feedback on these areas since there may be an information deficit in the engagement findings.

4.2 Draft Vision and Objectives

Steve Kemp led a discussion on developing a draft vision and objectives based on the findings from the questionnaires. It was important that the objectives developing from the overarching vision are measurable and achievable.

Comments and points raised included:

- Skills and education (vocational training / apprenticeships)
- Employment space / hubs for self-employed
- Accessibility for the less able

It was agreed that SK would do more work on the draft and work would continue at the next meeting.

5 Any Other Business

There was no further business to be discussed.

6 Dates of next meetings

Agreed dates: Friday 25th June and Friday 30th July. Suggested date: Friday 27th August. All at 2pm to 4pm by Zoom.

The meeting finished at 4.10 pm and it was agreed that the remaining items on the agenda be carried over to the next meeting.