

Note of Sleaford Neighbourhood Plan (NP) Working Group – by Zoom

Friday 30 September 2022, 2pm – 4pm

Present

Cllr Robert Oates, Chairing

Mr Keith Maltby

Cllr Ken Fernandes

Cllr David Suiter

Mr David Marriage

Apologies

Cllr Paul Edwards-Shea.

Support

Debbie Scott

Consultants

Steve Kemp, OpenPlan

1. Welcome and apologies

The Chairman welcomed those present to the meeting, introducing Debbie Scott. No replies had been received from Clare Edwards or Harriet Wells. Apologies were noted. The Chairman reported that the Town Council's new Clerk, Chris Pilkington, would be taking up his position on 17th October.

2. Working Group Composition

2.1 Nick Law – RO reported that NL had resigned

2.2 Election of Deputy Chairman – RO explained that he had realised the need for a deputy and KM had confirmed his willingness to take on the role. It was unanimously agreed that Keith Maltby be elected Vice-Chairman.

3 Note of last meeting on Friday 22nd July 2022

The note of the last meeting was approved.

4. Actions arising from the last meeting

RO reported that he had updated and shared the list of Aims – see item 6 below.

5. Stage 1: Engagement Strategy

5.1 Draft 'Community Engagement Report'

The Draft Report had been shared. RO and SK explained that it was a record of the engagement process, listing the comments and ideas that had been recorded during the process. Other issues could be raised at a later stage, but it was not possible to add them retrospectively to this document. Typos had been spotted and would be corrected. Subject to those, the group approved the document and the final version would be added to the website and promoted for public comment.

6. Stage 2: Draft Sleaford Neighbourhood Plan

RO explained that a set of specific deliverable aims had been extracted from the engagement document and the document was shared on screen.

The format of 4 columns was explained

Column 1 – the relevant section of the green wheel

Column 2 – the draft aim (i.e., what had been asked for during the engagement)

Column 3 - delivery – whether inside or outside of the Planning Policy.

Column 4 – devised by SK, - whether it was an actual planned action, or a 'community aspiration'

It was suggested that the column 'Aim' should be relabelled 'Aims for the NP from the Community Engagement Process' and this was agreed. It was also noted that the item on Heritage made no mention of the Castle site, or Museums. RO explained that more content would follow. SK reminded the meeting that the final approved Neighbourhood Plan's primary function was to become part of the statutory planning system, along with the Central Lincs Local Plan, and so needed to meet the relevant regulations, listing realistic place-based or topic-based policies that would guide future planning permissions. Its secondary function was to identify 'Community Aspirations' – their inclusion in the plan could then be used as evidence of community consultations for future funding applications, either by statutory bodies or voluntary groups. It would also entitle the Town Council to receive a higher level of CIL funding, once adopted by a referendum. Hence the table was set up to separate the aspects which would become part of statutory Planning guidance from those which were 'Community Aspirations'. In addition, Design Guides would be produced for key areas of the town.

It was noted that the Sleaford Masterplan itself was not a legally binding document but references from it could be listed in the Neighbourhood Plan, and therefore those sections would effectively become part of statutory planning. Similarly, the Masterplan could be used as evidence for the SNP.

The Sleaford Masterplan, first drafted in 2011, had been recently reviewed. It was noted that the wording of the SNP should be future proofed as far as possible and care taken with references to versions of other documents (i.e., the Sleaford Masterplan) to avoid any misunderstandings in years to come.

Concern was raised about the longevity of the SNP. It was noted that the current Local Plan was going through another Review process and its term would be extended to 2040 from 2036.

RO reported that he and the STC Deputy Clerk had met with NKDC Planning Officers, who had suggested extracting the list of aims first as a starting point for the Plan, then share the plan with NKDC who would check it before it went to consultation and the Independent Inspector.

Action: The Working Group agreed the format of the document, subject to further work by SK/RO.

7 Character Areas Report

SK reported that such a report would not be needed if a Design Code was produced as part of the NP. An application had been made to Locality for a Technical Support Package and grant to produce a Design Code.

Action: The Working Group to keep progress under review.

8 Publicity - no update

9 Finance

RO reported that the application for an additional £7,000 grant from Locality had been granted, mostly for Open Plan's work, plus support work, printing etc., with some funding still remaining in STC's budget.

10. Dates of next meetings

Friday 28th October 2022 – it was agreed that this meeting be cancelled

Friday 11th November 2022 – 1.30 to 4.30 – a new date was agreed for a face to face meeting at the Town Hall, to 'workshop' the plan so far – DSc to book room.

Friday 25th November 2022 at 2pm to 4pm, by Zoom

Friday 16th December 2022 at 2pm to 4pm, by Zoom

Sleaford Neighbourhood Plan Working Group
September 2022