

Draft Notes of Sleaford Neighbourhood Plan (NP) Working Group 31st meeting held at the Town Hall

Wednesday 5th April 2023, 10.00 am – 11.00 am.

Present

Cllr Robert Oates, Chairman
Mr Keith Maltby, Deputy Chairman
Cllr Ken Fernandes
Cllr David Suiter

Support

Debbie Scott

Consultants

n/a

Apologies - Mr David Marriage, Steve Kemp, OpenPlan, Mr Chris Pilkington, Town Clerk

1. **Welcome and apologies.**

The Chairman welcomed those present to the meeting. He explained that he had spoken with SK the previous day and agreed that SK's time would be better spent working on the plan rather than attending the meeting as RO needed to submit the documents to CP the next day, for sharing with Councillors for the next Council meeting.

RO added that the CLLP, its inspection having been completed, would now be going to the next Joint Planning Committee for adoption on 13th April, so it was effectively in a format now that SK could cross-reference with the draft Sleaford Neighbourhood Plan to ensure alignment.

RO reported on the previous Thursday's tour of the town with AECOM representatives, John-Michael Chidwick and Wei Deng, which had been useful. They had estimated that the work on the Design Guides and the Sleaford West SUE Masterplan could take 6 months to complete.

RO reminded the meeting that the draft so far would go to the next Full Council meeting on 19th April for information, then once the Design Guides and Masterplan were ready, would go to STC again, prior to another round of Public Consultation before approval by STC and submission to NKDC for the formal consultation, inspection, etc., and referendum.

It was noted that STC had already set aside a total of £10,000 in the current financial year for the costs of the consultation, e.g., printing, promotion, etc. RO added that at the Annual Council Meeting the Working Group would be formally constituted as part of the Council and Councillors appointed to sit on it.

Action: DSc to check with CP regarding the appointment of the Community Representatives.

It was suggested that members of the People's Panel might be interested in joining the group for the 'final push'.

Action: RO to contact People's Panel and former Working Group members to gauge interest.

2. **Notes of Working Group Meeting held on 1st March 2023**

The notes were accepted.

Action: DSc to supply copy to CP for the website

3. **Draft Neighbourhood Plan**

3.1 **Progress with Design Guide and West SUE Masterplan**

As discussed above, the Consultants were extremely interested and professional, taking 1000s of photographs during their visit and asking many questions.

RO added that their fees would be paid directly by central government, without going through STC accounts.

Action: RO to send the CLLP update to the consultants.

3.2 Draft Neighbourhood Plan with Policies

As above, SK would be uploading the latest documents to the Dropbox folder, either that evening or the next day, and then RO would forward to CP for sharing with STC.

It was also noted that the SNP had been raised at the Annual Town Meeting and RO had updated CP accordingly.

4 Finance

As previously, it was noted that the Groundworks grant expired on 31st March 2023, so an End of Project report was required, along with a new application for the amount unspent. It was understood that only half of the £7,000 grant had been committed.

Action: RO to transfer log-in details to DSc.

RO to ask CP to authorise DSc to access the necessary information with Lisa Savage.

DSc to prepare end of grant report and submit application for new grant.

5 Communications Update

5.1 Website

Action: DSc to follow up on previous request for the Town Council website's Projects page be split into two, separating the Castle Working Group section from the SNP section, so that a direct link to the notes of the SNP meetings could be made.

It was also suggested that a QR code be created, linking to the SNP website, which could be used in future promotions, etc., e.g., on Town Council noticeboards.

Action: DSc to add draft Neighbourhood Plan to SNP website after the STC meeting on 19th April.

6 Dates of next meetings

Friday 2nd June 2023 – 2.00 pm to 4.00 pm (*DSc to book room*) – to agree next steps. (*post meeting note: room booked with SG, 5th April*)

Sleaford Neighbourhood Plan Working Group – April 2023