



**Minutes of the Meeting of the Neighbourhood Plan Sub-Committee held on
Friday 25th October 2024 at 2.00 pm, at The Town Hall, Sleaford**

Present: Cllrs David Darmon, Linda Edwards-Shea, Ken Fernandes, Robert Oates (Chairman), Alison Snookes and David Suiter, and Community Members Mr Mark Bamford, Mr Nick Dibben and Mr Keith Maltby.

In attendance: Mr Chris Pilkington (Town Clerk and Responsible Financial Officer), Mrs Debbie Scott (Administrative Support) and Mr Steve Kemp (OpenPlan) (online).

24.59 CHAIRMAN'S WELCOME

Cllr Oates welcomed all to the meeting, especially Mr Dibben attending his first meeting since being formally appointed as a Community Member of the Sub-Committee by the Planning Committee.

24.60 APOLOGIES FOR ABSENCE

Apologies for absence had been received from Mr Tony Dobson and Mr David Marriage. The meeting was quorate.

RESOLVED: Apologies from Mr Tony Dobson and Mr David Marriage and their reasons for absence were approved.

24.61 DECLARATIONS OF INTEREST

(a) TO RECEIVE DISCLOSURES BY MEMBERS OF ANY DISCLOSABLE PECUNIARY INTERESTS FOR THE PURPOSES OF SECTION 31 OF THE LOCALISM ACT 2011 AND ANY OTHER RELEVANT INTERESTS UNDER THE MEMBERS' CODE OF CONDUCT

There were no other declarations of interest. Cllr Fernandes reminded the meeting that he sat on the Internal Drainage Board

(b) TO RECEIVE AND DECIDE UPON REQUESTS FOR DISPENSATIONS TO MEMBERS TO TAKE PART IN DISCUSSIONS AND VOTES WHERE THEY HAVE DECLARED DISCLOSABLE PECUNIARY INTERESTS

There were no requests for dispensations.

24.62 PUBLIC PARTICIPATION SESSION

There were no Members of the Public present.

24.63 MINUTES OF THE LAST SLEAFORD NEIGHBOURHOOD PLAN SUB-COMMITTEE MEETING

RESOLVED: That the minutes of the Meeting of the Sub-Committee held on 27th September 2024, be confirmed as an accurate record, to be signed by the Chairman of the Sub-Committee.

24.64 DRAFT NEIGHBOURHOOD PLAN

a. Draft Neighbourhood Plan

Cllr Oates reported that the SEA Report had been received from NKDC during the last few days. It was noted that the conclusion was that no formal Strategic Environmental Assessment was required. However as part of its response the Environment Agency had made a number of suggestions which NKDC had forwarded along with their report.

It was noted that NKDC Planning Officers had commented on the EA suggestions and indicated that some were not necessary as the provision was already covered by the Central Lincolnshire Local Plan.

Cllr Oates felt that it was worth incorporating the relevant changes in the draft Neighbourhood Plan before starting the Regulation 14 consultation. He had shared an updated version of the plan to show the EA suggestions. Taking into account NKDC's comments, the amendments were considered as follows:

1. (on page 6) para 1.13 - correction of number of dwellings planned for Sleaford in CLLP from 2,850 to 3,498 - agreed
2. (on page 19) Policy 1 – additional bullet - 'new development has acceptable foul drainage arrangements – agreed. It was noted that Anglian Water would be consulted during the Regulation 14 consultation and may wish to add further comments to this.
3. (on page 46/47) para 15.27 – amend the last sentence, to new wording about Sleaford Navigation Trust to 'The Trust works with the Environment Agency in their ambitions to restore navigation' - agreed
4. (on page 46/47) insert new para 15.30 Development on main rivers. It was noted that the detailed wording of the amendment was not necessary so the new wording was amended to 'The Neighbourhood Plan area includes designated main rivers. If development were to take place close to a main river, an environmental permit may be required under the Environmental Permitting Regulations 2016. New para 15.31 "Further guidance can be found at <https://www.gov.uk/guidance/flood-risk-activities-environmental-permits>. or by

contacting the EA's local Partnership and Strategic Overview team in Lincoln by email at psolincs@environment-agency.gov.uk. Permitting has now moved to the National Permitting Service (NPS) team. The team will be able to advise if an environmental permit or exemption registration is required and the fee applicable. Applicants/ developers would be advised to consult EA at the earliest opportunity by emailing flood.permitting@environment-agency.gov.uk. - agreed

5. Page 47/48 (para 15.32) Wetlands – remove reference to the Environment Agency's River Slea Flood Resilience Project, leaving 'The creation of a new Wetland.....etc' – agreed
6. Page 47/48 (new para 15.33) Flood Risk. Insert wording as suggested about development in Flood Zones 2 and 3 – agreed.
7. Page 48/49 (new para 15.39, 15.40 and 15.41) Water Quality and Foul Drainage. Those present thought that the additional detailed references to AW's operation of the local water recycling centre (WRC) were not appropriate. NKDC's advice was that the wording suggested for para 15.41 Water Efficiency was unnecessary as this was already covered by CLLP – agreed accept new para 15.39, the first part of para 15.40 only and not 15.41.

It was also suggested that a disclaimer be added to the foreword reminding readers that the information about statutory guidance and regulations was correct at the time of going to print but should be checked for any changes.

It was also suggested that a note be added stating that NKDC had confirmed that a full SEA was not required of this draft of the Sleaford Neighbourhood Plan.

The SEA report from NKDC would be added to the information on the Seaford Neighbourhood Plan website.

Resolution: *It was agreed that the amendments be incorporated as above.*

Action: *Mrs Scott to update the draft Neighbourhood Plan with the above amendments for approval by the Full Council meeting on 30th October.*

b. Regulation 14 Consultation and Communications

In the light of the delayed arrival of the report from NKDC, Mrs Scott had re-drafted a possible timeline for the Regulation 14 Consultation, based on starting on 14th December and ending on 9th February. This would allow time for approval, amending the final designs of the consultation documents and getting the printing completed. In the absence of any major events during the consultation period, it was suggested that a pre-launch could take place at the Christmas Market on 1st December, with leaflets overprinted with 'coming soon' being handed out. It was also suggested that a presence at NKDC's opening of the refurbished Market Place on 21st and 22nd December could be an opportunity to promote the Neighbourhood Plan.

(Mr Bamford and Mr Dibben left the meeting at 2.51 pm)

Reminders could be posted on social media at intervals during the consultation period as well.

It was suggested that a short video could be made inhouse to promote the consultation on social media, with the Mayor, Deputy Mayor, Chair of the Sub-Committee and a Community representative speaking about the plan. Other videos showing engagement with community groups, etc., could be created and published intermittently during the consultation

Resolution: *The updated timeline was agreed for approval by the Town Council.*

Action: *The Mayor, Deputy Mayor and Chair and Members of the Sub-Committee attend the Town Council Offices on Thursday 12th December at 1.30 pm for filming; the Town Clerk, Chair and Mrs Scott to draft brief scripts. The Town Clerk to confirm with the office.*

Mrs Scott to confirm new (provisional) dates with the designer, the printer and Your Local Lincs.

Any Sub-Committee members to let Mrs Scott know if they would be available to help hand out leaflets at the Christmas Market. The Town Clerk to check stall availability.

c. Communications

It was noted that www.sleafordneighbourhoodplan.co.uk was now directed to the dedicated Neighbourhood Plan webpage on the Town Council's website.

d. Finance

No further update.

24.65 DATE AND VENUE OF NEXT MEETING

Dates for future meetings of the Sub-Committee were agreed, at the Town Hall:
Thursday 12th December 2024 at 2.00 pm (preceded by video filming at 1.30 pm)
Friday 17th January 2024 at 2.00pm (mid-consultation catch up).

There being no further business, the Chairman thanked all for attending and closed the meeting at 3.15 pm.