

South Leverton 2nd NP Steering Group Meeting

Thursday 19th April'18

Agenda

- 1 Contact details of SG members
- 2 SG appointments
- 3 Financial aid
- 4 SG expenses
- 5 Arrangements for engaging with residents
- 6 Village surveys
- 7 AOB
- 8 DONM

Discussion

- 1 Contact details

Residents present :- Terry Lickorish, Gordon Muir, John Landreth, Gordon Young, Andy Marsh, Catherine Hoyle, David Hampton, Gerry Wareham, BDC representatives: - Luke Brown, Will Wilson.

A proforma for those residents present to complete including addresses, telephone numbers, and email addresses was circulated. The intention being to establish an accurate complete schedule of members compared with the initial registration of interest. The schedule will be circulated at future meetings until a consistent list of members is established. Eight residents were present at this meeting, of which four attended the first meeting. It is expected that a regular attendance list will ultimately comprise of ten to twelve people. For the time being meeting notes will be distributed to those present plus those residents who originally expressed interest in being members of the SG.

- 2 SG appointments

SG chair Catherine Hoyle

Treasurer Andrew Marsh

Secretary Gerald Wareham

- 3 Financial aid

Luke Brown from BDC explained that grants were now available up to a value £16,000. He agreed to forward the website address from which the appropriate application form could be downloaded. He also explained that he would assist the preparation of grant applications. **Action: Luke Brown**

Grants were intended to include all SG expenses and appointment of consultants throughout the period of NP preparation and approval.

4 SG expenses

It was noted that the parish council was presently being billed for expenses, including the cheese and wine evening, and two NP meetings. The PC clerk had been requested to forward expense details to date.

Gerry Wareham to remind the clerk.

Action: Gerry Wareham

5 Arrangements for engaging with residents

Primary purpose would be to identify the NP objectives, priorities, and policies in accordance with how residents wished their village to be developed. It was agreed that it would initially be beneficial to formulate ideas from the experience of other SGs that had completed their NPs. Agreed plan: -

- Each member present to prepare an initial SWOT analysis to enable an overall view of SL strengths, weaknesses, opportunities and threats to act as a basis for discussion with others. Individual SWOT analysis to be emailed to the secretary for overall coordination and circulation to members. **Action: All residents present**
- Arrange a consultation meeting with either HUGS, Sutton cum Lound, or Clarbrough, all of which are thought to be comparable with SL circumstances. Luke Brown / Will Wilson to contact these SGs and advise availability and dates for meetings. **Action: Luke Brown / Will Wilson**
- Based upon these discussions SL SG to prepare a brief synopsis of draft community objectives and content categories for the SL NP and distribute to village residents. Means of distribution and review to be agreed, such as questionnaires through letter boxes or member groups visiting residents for face to face discussions. **Action: SL SG**
- Arrange a cheese and wine evening in the village hall with, hopefully, representatives from other SGs to illustrate their NPs and discuss with SL residents their community objectives and content categories. **Action: SL SG**
- With the assistance of BDC NP team SL SG to prepare objectives, priorities, policies, and content categories based upon dialogue with residents. **Action: SL SG**

6 Village surveys

The next phase would be to gather evidence for each category, including photographs, maps, development site locations, descriptive documents, agreements with land owners, outline planning proposals, historical records, etc. BDC advise that a NP is a planning document which has to be prepared and submitted, including supporting evidence, in a form which is compliant with the requirements and approval of BDC planning department. Available financial grants enable SGs to engage consultants experienced in the preparation of NP documentation. Luke Brown and Will Wilson agreed to forward lists of recommended consultants **Action: Luke Brown / Will Wilson.**

7 AOB No other business was raised.

8 DONM

Possible dates were agreed as Tuesday or Thursday of w/c 21st May'18 but would be subject to arrangements for prior discussions with other SGs. As noted above Luke Brown / Will Wilson to forward dates and arrangements for meetings with other SGs. **Action: Luke Brown / Will Wilson**

Gerry Wareham