



THE LONG STRATTON NEIGHBOURHOOD PLAN COMMITTEE
MEETING HELD AT LONG STRATTON PARISH OFFICE, THE STREET, LONG STRATTON
4TH JULY 2018, 10.00AM

MINUTES

Cllr Steve Adcock (arrived 11am)
Cllr Diane Woodham
Ian Hetherington

Bob Mackenzie
Jessica Lawton (note taker)

1. Apologies for absence

Apologies were noted from Kevin Worsley.
No representation from Tharston and Hapton.

2. To receive disclosures of interest and dispensations

Nothing to declare.

3. Acceptance of last minutes

The minutes of the last meeting were signed as a true record.

4. Modicum Support

a. Are group members satisfied with how Modicum Planning have been supporting the group to date? Is there any feedback I should be aware of?

A discussion was had regarding our support from Modicum Planning (R.Hogger). It was agreed that all are pleased with the support so far. The only concern is that R.Hogger has said she will have very limited availability during the period January to March 2019.

- All committee members agreed that they need to have their policy information/data ready for Rachel as soon as it's possible.
- Neighbourhood Plan committee meetings will now be held more regularly.
- J.Lawton to e-mail R.Hogger to inform.

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- b. The Committee to review the Outline Work Plan and the Outline costs set out in the support proposal. Do group members agree with those areas I have identified as my tasks and those areas identified as NP steering group tasks?**

A discussion was had regarding the Outline Work Plan and all committee members agreed with the plan and are happy to work to it.

- J.Lawton to request Modicum Plannings fees so far (via B.Buck – Clerk)
Then to e-mail information to the committee members

- c. Are there any areas of support group members wish to have which I have not identified?**

All agreed there was not.

- 5. To review feedback from the mid-way community engagement, collate information and with the evidence (e.g.housing needs assessment) gathered, send to Rachel so the policy chapter of the plan can be prepared.**

A discussion was had regarding the recent Public Consultation held on the 9th and 10th June 2018. J.Lawton has been collating the information and is ongoing.

- J.Lawton to e-mail all committee members this week with the information so far collated.

6. Community engagement

a. Identify community engagement opportunities

The group had a discussion regarding the possible community engagements. Long Stratton High School are interested in having us come back to do some more Neighbourhood Plan sessions with other school years as the previous one went very well.

The Long Stratton Community Fun Day is being held on 1st September 2018 and could be a possible place for us to engage with the community.

The local Co-op could also be a possibility for some committee members to have some information, questionnaires and chats with people.

b. Plan next steps to engage with the community

- I.Hetherington to contact Nikki Goodall at Long Stratton High School to arrange some more sessions with the children.
- J.Lawton to contact the event organisers for the Long Stratton Community Fun day.
- J.Lawton to contact the Long Stratton Co-op

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c. Note the date if attending a planned event or set a date for a committee led event

- Waiting to hear back regarding dates, will discuss at the next committee meeting

d. Identify what resources are required

More questionnaires and leaflets are available from the Parish Office, along with the display boards from the consultation.

- I.Hetherington to contact K.Worsley to borrow Gazebo etc.

7. Using the document ‘proposed framework for the plan’ and the area headings review the policies you wish to be contained in the NP

- All committee members to review the framework and their policy headings for the next meeting

8. Identify what evidence documents are not collated in the ‘Sources of Evidence’ and advise Rachel Hogger appropriately

- All committee members to review the ‘Sources of Evidence’ report for the next meeting

9. To identify a policy per committee member to advise Rachel on elements to be included within the policies by the next meeting

A discussion was had regarding the policies. It was agreed that by the next meeting all to have an outline idea of what they’d like to be included. But also how important it is to have the information from all the public engagements.

- J.Lawton to e-mail R.Hogger for advise on how much evidence a policy needs for it to be written, then to advise the group

10.To discuss and decide a recruitment drive for the NP Committee

Tharston and Hapton Parish Council have advised that Paul Worley will be joining the committee.

It was discussed and decided that the group are keen for more committee members.

It was agreed that an advert needs to be placed in the Sextons Wheel

- J.Lawton to arrange an advert for the Sextons Wheel

11.Discuss and decide date of online questionnaire

It was agreed that an updated return date for the online questionnaire should be the 15th July 2018.

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- J.Lawton to make the changes to the online questionnaire

12. Discuss and decide on the future of the Stratton Growth Forum Website

It was discussed that as we also have

www.longstrattonneighbourhoodplan.org.uk it may be better to just concentrate on that website. Or possibly link the websites. It was decided it needs to be discussed further at the next meeting.

- I.Hetherington to contact K.Worsley regarding log in details

13. Date of next meeting

11th July 2018 at 10.30am

14. AOB – for information only

The group discussed the possibility of having an All Group meeting.

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As a qualifying body in accordance with section 61g of the 1990 Town and Country Planning Act as amended by the Localism Act 2011 and Section 5 of the Neighbourhood Planning Regulations 2012, Long Stratton Parish Council is undertaking a Neighbourhood Plan