

**Minutes of the Sileby Neighbourhood Plan Advisory Committee Meeting  
held on Thursday 31<sup>st</sup> August 2017 at 7.00pm at  
Sileby Community Centre, High Street, Sileby, Leicestershire**

**PRESENT**

Councillor Mrs Liz Astill – Sileby Parish Council  
Councillor Miss Emma Compson (Chair) – Sileby Parish  
Council  
Mr Philip Crawley  
Ms Shelley Mastericks  
Mr Peter Small

Mr Peter Astill  
Mr Ady Crawley  
Mr Jon Frost  
Ms Shelly Mastericks  
Councillor Mr Billy Richards –  
Sileby Parish Council

Mr Gary Kirk YourLocale  
Mr Paul Goodman – Minute taker

**050/17 WELCOMES AND APOLOGIES**

Cllr Compson welcomed everyone to the meeting.

Apologies were accepted from Mr Simon Dalby, Mrs Liz Jones, Mrs Kaisra Khan and Mrs Valerie Marriott.

Cllr Compson and Cllr Astill informed the meeting that a successful legal challenge had been made by the developers behind the Seagrave Road application against the decision of the Planning Inspector to refuse planning permission, and unfortunately the appeal decision has been quashed – an explanation by Charnwood Borough Council has been posted on the Parish Council website.

The Parish Council had only just found out about this legal challenge. And the outcome is that the decision will now need to be considered again. The NPAC was concerned that this would weaken local people's confidence in and commitment to the Neighbourhood Planning process and serve as a disincentive to engaging in the process at the Open Day on 16<sup>th</sup> September. GK felt that the quashing of the appeal decision is very unfortunate, however this places more importance on the need to continue to develop and have a NP in place to shape/influence future planning developments.

**051/17 DECLARATIONS OF INTEREST**

Existing declarations remain.

**052/17 APPROVAL OF THE MINUTES**

052/17a Accuracy

RESOLVED to approve the minutes of the Advisory Committee Meeting held on 27<sup>th</sup> July 2017

052/17b Matters arising

It was reported that all the actions from the Neighbourhood Plan Action Status report had either been completed or were to be covered on the agenda.

#### **053/17 QUESTIONNAIRE UPDATE**

Peter Astill reported that he believed that the questionnaire is now complete and is ready for production. GK explained that it will take about one week to print and then be delivered to a member of the Committee (the Parish Council office only being open in the mornings).

After discussion, it was agreed that it would be too expensive and wasteful to deliver paper copies to every house/business in Sileby, and instead, the open event flyer could be delivered to every household instead, with text added on to promote the village questionnaire. All agreed that residents should be encouraged to complete questionnaires on-line whenever possible. Cllr Compson presented an electronic copy of a draft flyer and indicated where the questionnaire text could feature on the flyer.

Members agreed that some paper copies of the questionnaire be left at significant local venues – e.g. schools, library, parish office, post office, costcutter, Busy B – and that some venues would also be the drop off point for respondents to hand in completed questionnaires. It was agreed to have a final date for completion of Monday 16<sup>th</sup> October 2017. A member of the Committee would visit the collection points on a weekly basis to collect the completed questionnaires.

It was also agreed that a member of the Committee be available at the Open Day with an iPad to demonstrate the ease of completing the questionnaire on-line, the more residents so doing the less the need for YourLocale to data input.

Jon Frost offered that the flyers be delivered to his house when they are ready.

#### **054/17 OPEN EVENT AND COMMUNICATIONS**

054/17a Practical arrangements for 16 September 2017

GK explained how the event would run. He would provide all the materials and equipment and arrive at 9.00am to set up. He explained how volunteers from the NPAC would help support the event.

It was agreed that there might be additionally an ideas room in which a few local groups and key stakeholders might promote their ideas for the sustainability of the village. Members were in general support of this, but stressed that this must not get confused with the purpose of and main thrust of the Neighbourhood Plan open

event. Members of the Communications group would contact possible interested local groups and key stakeholders.

Cllr Compson checked the availability of members to attend on the day. Except for Aidy Crawley and Jon Frost, all were available. It was agreed that Liz Astill and Shelley Mastericks be on Reception, Emma Compson and Philip Crawley be on Housing and the Built Environment (including the inter-active exercise), Liz Jones and Valerie Marriott be on the Environment and Green Spaces (including the inter-active exercise) and Peter Astill and Peter Small be on Traffic, Employment and Community Facilities). GK and his colleagues, along with remaining NPAC members would float between the displays and offer professional support and advice.

It was agreed to ask the Parish Council to purchase two sets of display boards. It was also agreed to buy a promotional banner.

#### 054/17b Communication update

Cllr Compson reported that the Communications group are collaborating on the plan through using google drive. It was agreed to support the suggestion that the NPAC set up a specific facebook page/twitter account and that this be linked to the Parish Council's facebook. The proposal will be put to the Parish Council at its next meeting.

Communication with stakeholders has continued and the Police, a Charnwood Council Planning officer and a local borough councillor had all confirmed to attend the Open Event. GK would supply the committee with a stakeholder list so that they could all be notified of, and encouraged to attend the Open Day.

#### 054/17c Display board preparation

GK presented what the display panels would look like and said that he would ensure that the document be sent to the Parish Council so that it might be posted in the Members area of the website.

### 055/17 THEME GROUPS

GK believed that the Committee could review the number and coverage of the theme groups after the Open Day, as new volunteers hopefully will come forward with specific areas of interest. Jon Frost reminded that we need to email the people who had expressed an interest in joining a theme group at the original engagement event.

It was agreed that NPAC meet at 7pm on 26<sup>th</sup> October, then to invite the interested theme group volunteers to attend a facilitated session from 7.30pm. The main hall needs to be booked.

**056/17 FUNDING**

GK reported that he would be submitting his second invoice towards the end of September.

**057/17 PROGRAMME**

GK reported that the timetable for the programme remains on track.

**058/17 ANY OTHER BUSINESS**

Peter Small asked that consideration be given to the number of distressed families and believed that, though not the remit of a Neighbourhood Plan, practical support for vulnerable people in Sileby should be part of the Parish vision.

**059/17 DATE OF NEXT MEETING**

Thursday 28<sup>th</sup> September 2017 at 7.00pm in the Wesleyan Room.

MEETING CLOSED AT 9.00pm.