

**Minutes of the Sileby Neighbourhood Plan Advisory Committee Meeting
held on Thursday 22nd February 2018 at 7.00pm at
Sileby Community Centre, High Street, Sileby, Leicestershire**

PRESENT

Emma Compson (chair) –
Ady Crawley
Cllr Billy Richards
Roger Lanza (observer)

Cllr Liz Astill
Philip Crawley
Peter Small

Mr Gary Kirk YourLocale
Mr Paul Goodman – Minute taker

011/18 WELCOMES AND APOLOGIES

The Chair welcomed everyone to the meeting.

Apologies were accepted from Peter Astill, Simon Dalby, Jon Frost, Liz Jones, Cllr Valerie Marriot and Shelly Mastericks,

The Chair reminded the committee that all meetings are open to anyone in the community to attend, however the Advisory Committee must function as more of a fixed group as it reports into the Parish Council. The theme groups are more fluid and volunteers can come and go on those groups.

The Terms of Reference allows for co-option onto the Committee, but any proposed new membership needs to be approved by the Parish Council. In order that the work of the Committee continued to be purposeful and coherent, it was decided that there should be an upper limit of 14 members of the Committee in addition to the Chair.

RESOLVED: To enter an addition to the Terms of Reference to state the Committee should have a maximum number of 14 members plus the Chair.

012/18 DECLARATIONS OF INTEREST

Existing declarations remain. The Chair informed the meeting of a personal business interest now having started up her own enterprise company 'Resource Factor', enabling start-up and enterprise support for groups.

013/18 APPROVAL OF THE MINUTES

013/18a Accuracy

It was pointed out that the numbering of the minutes was incorrect as the sequence of the minutes should reflect the new year. It was agreed that they should be number 001/18 to 010/18.

It was pointed out that the minutes had omitted the report from the Transport group. Cllr Astill reminded the meeting of what that report had been. With those corrections made it was RESOLVED to approve the minutes of the Advisory Committee Meeting held on 26th January 2017.

013/18b Matters arising

The Chair reminded of the importance of keeping the Actions list up to date.

014/18 PROGRAMME AND COMMUNICATIONS

GK reported that the programme appeared to be on course and the work of the themed groups should be ready for collation around the end of May 2018.

The Chair felt that the process had reached an important stage where communication with the village was critically important. The Advisory Committee must ensure the process remains coordinated and there must be a clear and collective plan of action.

At this point (7.30pm) Ady Crawley joined the meeting.

The Chair thanked everyone for the hard work that they had put in and checked that members were happy with the work load and commitment. She asked that all theme group leads pass on thanks to their members. She invited any theme groups who were feeling stretched to make their wishes known to the committee if they required further support/capacity.

GK alerted the committee to the importance of co-ordinating and managing the requests that were being made to community specialists and key partner organisations. It was agreed that the theme group leads should speak to each other about who they need to communicate with and with what purpose, possibly through use of an email group. Ideally, we need to ensure that only one person makes the approach on behalf of our NP.

The Chair reminded the committee that all communication regarding Planning Appeals must go through the Parish Council office.

015/18 UPDATE ON CURRENT PLANNING APPLICATIONS

Cllr Astill provided an update:

P/17/1578/2 Outline permission for 170 dwellings at Peashill Farm, Ratcliffe Road – Approved.

P/16/1359/2 – 108 dwellings at former waste site, Cemetery Road – S106 matters, back in discussion over affordable housing contribution.

P/17/2391/2 – 23 dwellings on land to the rear of Seagrave Road – Awaiting decision.

P/15/0047/2 – 195 dwellings at Seagrave Road – Planning appeal.

Leicester City Football training facility at Park Hill golf and fishing centre – Public consultation at Sileby Community Centre on 01/03/18.

P/18/0113/2 – Gladmans, 230 dwellings on land behind Barnards Drive – Consultation.

Cllr Astill explained that a meeting is being arranged between the Parish Council, the Borough Council, and the Neighbourhood Plan Advisory Committee on how S106 monies should be spent. She urged members of the NPAC to attend. GK offered to attend and give advice upon what infrastructure the early evidence was pointing towards.

016/18 SECRETARIAL SUPPORT

Further to the impending retirement of Mr Goodman there would be a need for future secretarial support for NPAC meetings.

GK had notified the Parish Office of someone who is experienced in Neighbourhood Plan support who had indicated a willingness to support Sileby.

ACTION – Office to contact this person and invite them to attend and service meetings from April onwards.

017/18 THEME GROUPS

HOUSING – Cllr Astill communicated a written report provided by Jon Frost. It was clear that Sileby had received roughly 50% more new build already than the statistics had proved a need for. The theme group needs to do further analysis of the HEDNA figures for Sileby (affordable housing). Jon had agreed to follow this up with Rebecca Raine at Charnwood Borough Council. The YourLocale consultant had explained to the group the need to engage with land-owners and the group had agreed the need to apply for a grant so that the technical expertise could be purchased to allow this to take place.

GK explained that he had asked CBC for the numbers of houses that they would be seeking for Sileby.

ENVIRONMENT – the group met independently on Monday 19th February to finalise the inventories. Once passed to YourLocale, their consultant will develop the first draft chapter which will be taken back to the theme group on 13th March. Everything is on track.

TRANSPORT – Peter Small reported that the traffic survey had been completed and the group now had important intelligence on the traffic pressure at key junctions. They had been investigating key sites for potential on-site parking and had been

analysing the breakdown of car park usage to ascertain approximately how much was used by the staff employed by businesses in the village.

COMMUNITY FACILITIES AND EMPLOYMENT – Cllr Richards explained that the group had produced two questionnaires, one on sports facilities and one on non-sports facilities. They had received feedback from the Clinical Commissioning Group (CCG) indicating the pressure on the existing GP practices in Sileby. The policy on Community facilities is likely to be a combination of improving existing facilities and the provision of some new ones.

The group is also researching businesses/employment and their needs within the village. It was agreed to deal with these areas as a separate theme group.

RESOLVED – For an employment/business theme group to be established, with initial members of Phillip Crawley, Cllr Richards and facilitated by Richard Weston.

018/18 YOUTH VOICE AND EVIDENCE

The Chair invited the committee's thoughts on how to support the needs of young people within the policies of the Plan. The committee believed that the only way to do this was to reach out to young people through targeted outreach work.

RESOLVED – Chair to ask YourLocale to advise on how they might assist with engagement activities with young people.

018/19 FUNDING

The Chair reported that the use of the grant funding supporting the Neighbourhood Plan was on course.

It was AGREED to support the Housing theme group's recommendation to draw down grant funding to support the Site Assessment surveys.

It was reported that a request to support a Needs assessment for sports and community facilities was to be discussed as part of the Parish Council discussions relating to the LCFC consultation and other village S106 contributions.

018/20 ANY OTHER BUSINESS

The Chair updated that she and Cllr Richards were moving forwards with an independent idea to test village appetite for a Sileby Community Action Enterprise (working name). This could be established to provide an independent community owned body that could then take forward some of the community's aspirations and delivery projects. The idea will be presented to the Parish Council at an appropriate stage.

It was agreed to move the date of the next meeting to Thursday 22nd March 2018.

018/21– DATE OF NEXT MEETING

Thursday **22nd March 2018** at 7.00pm.

Then 26th April, 31st May.

MEETING CLOSED AT 9.10pm.