

**Minutes of the Sileby Neighbourhood Plan Advisory Committee Meeting  
held on Thursday 30<sup>th</sup> November 2017 at 7.00pm at  
Sileby Community Centre, High Street, Sileby, Leicestershire**

**PRESENT**

Miss Emma Compson (Chair)	Mr Ady Crawley
Mr Philip Crawley	Mr Simon Dalby
Mrs Liz Jones	Cllr Mrs Valerie Marriott - SPC
Ms Shelly Mastericks	Mr Peter Small
Cllr Billy Richards - SPC	
Mr Gary Kirk - YourLocale	
Mr Paul Goodman – Minute taker	

Also present up to 082/17: Andy Thomas (Town Planner), Karen Freaks, Kathy Platts, Geoff Platts

**077/17 WELCOMES AND APOLOGIES**

Cllr Compson welcomed everyone to the meeting.  
Apologies were accepted from Cllr Liz Astill, Mr Peter Astill and Mr Jon Frost.

**078/17 DECLARATIONS OF INTEREST**

Existing declarations remain.

**079/17 APPROVAL OF THE MINUTES**

079/17a Accuracy

RESOLVED to approve the minutes of the Advisory Committee Meeting held on 26<sup>th</sup> October 2017

079/17b Matters arising

The Chair reported that the financial reporting sheet will come to January 2018 meeting onwards. The Neighbourhood Plan questionnaires closed on 12<sup>th</sup> November 2017.

Cllr Richards reported that the Parish Council approved our recommendation for the Neighbourhood Plan to have its own twitter handle and Facebook profile. For us to move this forward if we wish.

The chair reported that she had provided an update on the progress of the Neighbourhood Plan to Talk at Sileby.

**080/17 VILLAGE QUESTIONNIRE RESULTS**

GK reported that there had been 371 responses (electronic and hard copy) which represented about 6% of adults and about 11% of households. This provided a valid response and presented a telling contribution from the community.

ACTION – PC office to upload a draft copy of the analysis onto the members area of the website. Once checked, to then publish and promote on main website.

GK went on to provide an overview of the analysis by themed areas – housing, traffic, community facilities, economy and employment, and Parish Council.

Cllr Richards enquired as to whether there had been any demand coming through for increased business space. It was generally felt that there was a major problem with traffic in Sileby but the cause of the problem was through-traffic, not so much the internal movement of traffic.

ACTION - It was AGREED that the Chair would contact Locality ASAP regarding additional technical package support which we may be eligible for.

### **081/17 REPORT FROM TOWN PLANNER SUPPORTING SILEBY PARISH COUNCIL**

The Chair welcomed Andy Thomas (AT) to the meeting. AT explained that he had been appointed by the Parish Council to help them with representations on current, major planning applications. He explained that the Borough Council would be hearing planning applications in December and that he was trying to get the committee to consider them both together. County Council Highways had been asked to appraise the impact of the increased traffic upon the village that the developments would bring, to ensure consistency of approach for both.

AT informed that there remained a very immediate opportunity for individuals to respond but their comments should be made upon strong planning grounds.

ASAP ACTION – Parish Office to flag that residents can send in individual comments to CBC on these applications before they are heard. Submissions would need to be received by 3<sup>rd</sup> December.

He indicated that one of the developers had built in a small sum of Section 106 funding for increased parking provision, based partly upon last year's car parking survey conducted by the Borough Council. Without AT's input, this would not have been included.

GK pointed out the very legitimate community evidence coming through from the Neighbourhood Plan questionnaires and the Chair emphasised the importance of the embedding the views of the public through the work of the theme groups.

ACTION - It was AGREED that the Parish Office would send the questionnaire analysis through to AT.

### **082/17 THEME GROUP UPDATES**

#### **Housing**

082/17a - The Housing group had met and considered a lot of information and data, from a range of sources. They felt that the data was open to different

interpretation and believed that there was much more recent housing in Sileby than was reported upon.

ACTION - It was AGREED that the theme group will consider whether to submit an expression of interest to Locality for a Site Suitability Assessment (SSA). If the NPAC agree to conduct a SSA, it would be necessary to identify a couple of potential sites for housing – potentially reserve sites. More discussion needed.

### **Environment**

082/17b – The Environment group had walked around the village scoring fields and open space for their historical, natural and landscape value. Their next meeting will consider particular aspects, for example wildlife and tree preservation orders.

ACTION - It was AGREED that the Parish Council subscribe to Parishes Online as a necessary tool to aid this and other development work.

### **Transport, Community Facilities and Employment (TCE)**

082/17c – The Transport, Community facilities and Employment group had met and decided to form sub-groups: community facilities into sport and non-sport, transport and then employment is to follow. The group agreed that a traffic survey is worth pursuing. In terms of employment and business voice, one suggestion is to hold a business forum/event with clear benefits to why attend.

## **083/17 FUNDING**

Funding requests to be forwarded to the Parish Office:

- the purchase of Parishes Online
- Needs and options assessment for indoor and outdoor facilities (the TCE theme group will work on making a case for this)
- If the technical support package cannot be used for a traffic survey, then this may need consideration.

## **084/17 PROGRAMME**

GK believed that the programme timetable has slipped by a month due to the recent additional time spent with current housing applications position. Theme group completion is now expected end March 2018.

## **085/17 ANY OTHER BUSINESS**

The Chair suggested we keep key stakeholders updated with progress.

ACTION – Chair to draft a note to key stakeholders, making them aware of the village questionnaire findings.

Cllr Richards and the Chair attended the Leicestershire Communities Neighbourhood Plan networking event on Tuesday 28<sup>th</sup> Nov, and it was clear that Sileby preparations are going well.

Referring to the questionnaire responses, Philip Crawley asked how those 70 people who had expressed an interest in being involved were being communicated with.

ACTION - it was AGREED that the Chair will draft a holding email and the Parish Office be asked to send this out to them.

**086/17**    **DATE OF NEXT MEETING**

Thursday 25<sup>th</sup> January 2018 at 7.00pm.

MEETING CLOSED AT 9.25pm.