

**MINUTES OF THE SILEBY NEIGHBOURHOOD PLAN ADVISORY COMMITTEE
MEETING HELD ON THURSDAY 26th July 2018 AT 7.00pm AT SILEBY
COMMUNITY CENTRE, HIGH STREET, SILEBY, LEICESTERSHIRE**

PRESENT

Emma Compson (Chair)	Liz Astill	Jon Frost
Simon Dalby	Phillip Crawley	Shelly Mastericks
Peter Astill	Peter Small	Cllr Billy Richards
Inga Vann (observer)	Liz Jones	
Cllr Judy Jones (observer)	Gary Kirk (Your Locale)	Martin Field (Minutes)

Min.No.	Details
18/45	WELCOME AND APOLOGIES Apologies had been received from Cllr Valerie Marriott; Ady Crawley
18/46	DECLARATIONS OF INTEREST None declared as different from previous.
18/47	MINUTES FROM PREVIOUS MEETING – 31st MAY 2018
	<u>Accuracy of minutes</u>
18/47/1	These were approved and signed.
	<u>Matters Arising</u>
18/47/2	<i>Proposed Options Appraisal</i> An invitation to undertake a formal ‘appraisal’ of development options has been drafted. This will be circulated to the NP group, prior to being issued for consultants to consider and respond with quotes. ACTION POINT 1: EC to circulate draft Invite to Quote to NPAC members.
18/47/3	<i>Discussion with local schools</i> Recent discussions held at Highgate School went very well. This introduced the intentions of the NP and then discussed contemporary school concerns, like expanding to full capacity in near-future. Support is sought from the Parish Council for wider issues (food bank, sports / leisure proficiencies, citizens advice service...). There is a hope to engage ‘School Councils’ and their own projects....
18/47/4	<i>Future of Memorial Park</i>

	<p>A discussion is yet to be had with CBC on the future of the Memorial Park (owned by PC). Potential ideas for designation in the final NP could classify the area as 'Open Green Space'; or for some housing use; or for some car parking use; or for other community facility use; or as a combination of these.....</p> <p>Cllr BR is on the 'Parks Works Committee', and will take on the action to discuss the park with CBC, with support from Liz Jones.</p> <p><i>Progress on the preparation of draft NP chapters by Theme Groups':</i></p>
18/47/5	<p><u>Housing</u> Agreement on draft policies is finalised and indicative housing numbers. Text to be completed (Quorn NP to be used as a guide). Site survey work and scoring to be compiled by next week and contact then made with all land-owners. Consideration to be given for some 'reserve sites' to be identified / proposed for allocation, should housing need change, + use of windfall sites.</p>
18/47/6	<p><u>Environment</u> Current draft Includes lists of 'Heritage' assets. Small alterations to be completed, such as consideration of all 'green corridors', including within the golf course.</p>
18/47/7	<p><u>Transport</u> First draft sent to GK. Some views still being sought from Highways Dept., but some information could be placed in final Appendices. GK to consider and return to Theme group. The text is likely to suggest more 'community actions' than formal policies. Some existing traffic issues need attention, regardless of any amounts of new development, though it was recognised that without new future applications the NP may not be the means for these to be addressed.</p>
18/47/8	<p><u>Community Facilities</u> Basic policies already discussed in previous Theme meetings. Statements of the background context are being drafted to provide frameworks for the presentation of different sets of issues, such as the potential for changes to health care facilities.</p>
18/47/9	<p><u>Employment</u> GK has basis for a draft chapter and will work further on this. This will consider the addition of a potential policy on current and future shopping facilities.</p>
18/47/10	<p><i>Feedback from s106 session undertaken by CBC</i></p> <p>It was noted that funds are generally ring-fenced for specified purposes, but more clarity is required on this point, and it may be a time to seek some expansion of what could be accepted for final use.</p>

	<p>- £65k are still available from previous approvals (Bellways) for recreation facilities.</p> <p>- Other funding also already available for potential community centre improvements.</p> <p>- The Cemetery Rd development will produce over £100k of further funds.</p> <p>S106 funds could also represent a means to act as 'matched funding' for other future proposals or grant applications.</p> <p>GK noted it would be useful to compile a summary table of s106 approvals, purposes and timescales as the basis for future updates from the Parish Council, which could also be incorporated into future NP intentions.</p> <p>ACTION POINT 2 : Discussion and ideas to be considered for incorporation into September NP event, following information from Parish Council.</p>
<p>18/48</p>	<p>Consolidated first draft of Sileby N P</p> <p>Progress update supplied by GK. Names of Theme Group members were provided to him on the evening.</p> <p>Proposed content (70-80 pages):</p> <ul style="list-style-type: none"> - Foreword (<i>needs input from Theme Groups to include all names...</i>) - Introduction of NP - Vision - Objectives - How NP has been prepared - Thematic sections - Policies - Delivery and Infrastructure - Monitoring and Review - Notes on Appendices and other supporting information <p>ACTION POINT 3 : GK requested all material on chapters to be with him by 22 August at the latest. He will prepare overall draft for 30 August meeting of NPAC group.</p> <p>ACTION POINT 4 : Preliminary information on draft and its timetabling will be discussed with Parish Council on 2 August.</p> <p>ACTION POINT 5 : Overall draft will be used to inform Parish Council and seek comments at its 6 September meeting, prior to the public event on 8 September.</p>

	ACTION POINT 6 : All consultation results and feedback will be brought back to NP Group at its end of September meeting.
18/49	<p>Consultation Event – 8 September 2018</p> <p>Maps for proposals need to allow for table-top discussion in the round.</p> <p>Use trestle tables for displays / information.</p> <p>Primary role of group members on the day will be help the public digest the prepared information and draft proposals.</p> <p>Agreement made NOT to request personal data of attendees, unless attendees offer some information in order to be kept informed of future progress.</p> <p>Previous ideas on a 'PR budget' to be examined again as a potential contributor to this event.</p> <p>ACTION POINT 7 : Invites / notification of the event to be sent to key stakeholders (all those invited to first event). EC via Parish C office.</p> <p>ACTION POINT 8 : GK to produce and bring display boards.</p> <p>ACTION POINT 9: Social media platforms like Facebook to be updated. Village website to be live at start-August.</p>
18/50	Update on current planning applications
18/50/1	<p>Leicester City FC training ground proposal has been submitted to CBC. S106 discussions have commenced, but NP work and evidence base could help Parish Council try to influence final s106 position as a whole.</p> <p>Highways England have requested more time to consider relevant information.</p> <p>ACTION POINT 10 : GK to look at what information could be presented for consideration by PC. Theme Groups need to pass on suggestion to inform this feedback on the application.</p>
18/50/2	The housing development application on land east of Seagrave Road has been approved.
18/50/3	A revised edition of the National Planning Policy Framework was published on 24 July 2018. Under the revised criteria for the calculation of available land suitable for housing delivery CBC can now demonstrate a 5.93 years supply.

18/50/4	Cllr BR noted that LCFC Community Trust had commenced discussion on potential future community facilities that could be ultimately linked to decisions on the proposed training facility at Seagrave. Future meetings with community contacts will continue so it was agreed to help this make use of the NP theme work to date.
18/51	Funding and programme update
18/51/1	No further grant applications have been made.
18/51/2	Approx £950 is still left uncommitted from the Locality grant. GK acknowledged there may be some additional expense in the contribution from YourLocale to the 8 September event.
18/52	ANY OTHER BUSINESS
18/52/1	It was agreed to invite all Theme Group members to the NP Group August meeting for them to gain a first-hand impression of the overall joined-up NP draft. ACTION POINT 11 : Theme groups to inform all members of 30 August meeting.
18/52/2	It was noted that there is some local desire for late-night bus services at the week-end. Discussion has commenced with one local operator regarding Sat / Sun services, but a clearer idea is needed on numbers and levels of demand. This will be discussed with Parish Council.
18/52/3	MF will not be available as 'Clerk' for 30 August, so an alternative is required. ACTION POINT 12. – Confirm Clerk for August meeting.
	DATE OF NEXT MEETING(S) – Sileby Community Centre 7.00 pm Thursday 30 August 2018.

Signed

Date

M Field / SNPAC 280718