

Notes of the Sleaford Neighbourhood Development Plan Working Group 13th meeting – by Zoom

Friday 11th December 2020, 2pm – 4pm

Working Group Members

Cllr Robert Oates, Chairman
Cllr Ken Fernandes
Mr Nick Law
Mr Keith Maltby
Mr David Marriage
Cllr David Suiter

Consultants

Mr John Bayes, Open Plan
Ms Janet Clark, Community Lincs

Sleaford Town Council

Ms Nicola Marshall, Deputy Town Clerk

Apologies

Ms Kathy Blythe
Cllr Paul Edwards-Shea
Mr Steve Kemp, Open Plan

1 Welcome and Apologies

The Chairman welcomed everyone to the meeting. Apologies had been received from Clare Edwards, Steve Kemp, Paul Edwards-Shea, Kathy Blythe.

2 Note of last meeting on 20th November 2020

These had been circulated previously. The meeting approved the Notes. **Action:** NM to post Notes on the Sleaford Town Council website.

3 Actions arising from the Last Meeting

3.1 Group Membership (Minute 2 of notes from 20th November refers)

A new business sector representative was needed. The Chairman advised that he would be following up potential leads in the New Year.

3.2 Press Release (Minute 4.6 refers)

Covered under Agenda item 5.

3.3 Posters and flyers (Minute 6.2 refers)

Posters had been printed using the copy from Your Local Lincs magazine. These had been displayed on the Town Council's noticeboards. Cllr Ken Fernandes had started to deliver the flyers and Town Guide to businesses on the industrial estates. It was recognised that this would take some time to complete.

3.4 Design Guide (Minute 7 refers)

The Chairman reported that a meeting had been held that morning with Open Plan to discuss the Design Guide for the Plan. An additional £8k funding would be applied for early in the next financial year. This would enable Open Plan to carry out the work for the Design Guide, including a Neighbourhood Profile and a Green Infrastructure and Green Space Assessment.

It was likely that work to complete the Neighbourhood Profile would have to be carried out remotely, since Covid-19 restrictions would rule out a public walkabout of the town.

Suggestions included involving the Civic Trust and referring to their documents and research; also, using video clips on 'You Tube' showing information about Sleaford's heritage buildings such as the Maltings.

Janet Clark emphasised that the Neighbourhood Profile must involve the community whether that be in person, or remotely. It was important to consider the town as a whole, not just buildings, but pathways, green space, retail etc.

Action: The Chairman to put the Stage 2 evidence gathering work on the agenda for the January meeting.

3.5 Website (Minute 8.6 refers)

Nicola had spoken to the website developer who had advised he was able to create a dedicated space for the Working Group. **Action:** NM to follow up with John Slater.

3.6 Biographies of Working Group Members (Minute 8.7 refers)

Members were reminded to send to Nicola their short (2-3 sentences) biography for publication on the website.

3.7 The draft notes of the meeting were approved and would be posted as final notes on the Town Council's website.

4 Project Stage 1, the Engagement Strategy

4.1 There had been 400 'Short Survey' forms completed by the public, most of them online.

4.2 Janet Clark thanked Nick Law for his support in getting access to all years at Carre's Grammar School and a good return from the schools survey. Paul Tricker at the New Life Youth Club had been supportive in engaging young people through a competition.

4.2 Janet Clark fed back on the work to date and spoke to a PowerPoint presentation with findings from the baseline survey. Points made included:

- i. There had been a good response to the baseline survey, especially from parents via the schools.
- ii. Response from businesses was small despite efforts to promote the survey.
Action: Janet would send Nicola a contact at the Lincolnshire Chamber of Commerce to follow up for a representative on the Working Group.
- iii. Positive comments about the town generally and the amenities.
- iv. Negatives:
 - Roads, traffic and congestion, and the one-way system.
 - Failings of the High Street
 - Lack of accessible amenities in the evenings and winter
 - Anti-social behaviour and community safety, including a number of places where school children do not feel safe.
 - Parking options do not encourage people to shop / stay in town

- Limited opportunities for employment and business start-ups
- v. Few comments about housing – but lack of infrastructure and support for new development
- vi. Changes:
 - Improve cycle routes and footpaths, reduce traffic
 - Improve bus routes into town
 - Improve the mix of retail, and evening economy / hospitality sector
 - A split over views on the recent changes to the Market Place dining area, but support for not having car parking in the area
- vii. Next Steps:
 - Engagement activity to continue
 - A more detailed Household Questionnaire to go out in January
 - Full Report on the Engagement Strategy to come to the Working Group in March
- viii. Areas for consideration in the Household Questionnaire
 - Highways
 - Health, Leisure, Arts
 - Community Safety
 - Housing Development
 - Environment, Energy and Renewables
 - Local economy, Retail offer

Action: Janet to draft Household Questionnaire for discussion with Group in January.

4.3 The Chairman thanked Janet for the presentation; the feedback from the Survey would give a good foundation for the Household Questionnaire.

Action: The presentation would be shared with the People’s Panel for their comments and feedback.

Action: The presentation would be shared with the community police officer in order to highlight the community’s and young people’s concerns about anti-social behaviour.

4.4 Comments and Feedback from the Working Group

A wide-ranging discussion included the following points:

- Future-proofing the town for new-generation, energy-efficient cars and vehicles
- Car parking – out-of-town / town centre
- The Sleaford Transport Strategy 2014 was informed by a wide consultation however it had hardly been implemented
- Anti-social behaviour towards school children was also a problem
- Working with local police to counteract ASB
- Lack of youth services and youth clubs or other places for young people to meet
- The Household Survey would include demographic data and ensure all ages are consulted

5 Publicity

5.1 Draft Year End Press Release

This had been circulated prior to the meeting. The Chairman asked for any suggestions for changes to be sent to him in the next week.

5.2 Posters

The Chairman asked Members to collect posters from Nicola at the Council Office for posting up in shops and businesses. **Action:** NM agreed to produce a second 'have your say' poster.

5.3 Banner

The 6-meter banner is ready to go up on the railings in front of Carre's Grammar School. It will be relocated to the Recreation Ground in late January / early February. The 8-meter banner will be positioned over Southgate in the New Year.

6 Finance

6.1 Update on the Budget

The Chairman presented the budget table; this had been simplified to show separately the income and expenditure from each of Sleaford Town Council and Locality.

6.2 Application to Sleaford Town Council

An application would be made to the Town Council for a further £1k to cover the £443 profiled over-spends and any further contingencies. Restrictions as a result of the Covid-19 pandemic had gone on longer than anticipated and this had meant that more of the engagement work had to take place remotely, which had caused us to go over the initial budget estimate of £5k needed from Sleaford Town Council.

6.3 Guidance on Community Infrastructure Levy

The Chairman advised that on the adoption of a Neighbourhood Plan, Sleaford would receive 25% as opposed to the current 15% of CIL funding. Local councils have wide latitude on what the funding can be spent on provided it is for 'community benefit'. The Chairman confirmed that the Government's proposals for changes to national planning policy will not affect CIL or change the legal status of a Neighbourhood Plan.

8 Any Other Business

8.1 David Marriage asked about the timescale of the Neighbourhood Plan. The Neighbourhood Plan would follow the timeframe of the Central Lincolnshire Joint Local Plan to 2036 and would be reviewed periodically alongside the Local Plan.

8.2 This was John Bayes last meeting and the Chairman thanked him for his contribution and wished him well in his new job. There being no further business the Chairman thanked everyone for attending and for their contributions over the year, wishing everyone a Happy Christmas and New Year.

9 Dates of Next Meetings

Dates of meetings had been previously agreed as Friday 8th January and Friday 5th February all at 2.00 pm via Zoom.

Ends