

Note of Sleaford Neighbourhood Development Plan Working Group 21st meeting – by Zoom

Friday 24th September 2021, 2pm – 4pm

Working Group Members

Cllr Robert Oates, Chairman
Ms Clare Edwards
Mr Nick Law (from 2.30pm)
Cllr Ken Fernandes
Mr Keith Maltby
Mr David Marriage
Cllr David Suiter
Ms Harriet Wells

Consultants

Mr Steve Kemp, Open Plan

Sleaford Town Council

Ms Nicola Marshall, Deputy Town Clerk

Apologies

Ms Kathy Blythe
Cllr Paul Edwards-Shea

1 Welcome and Apologies

The Chairman welcomed all to the meeting. The Chairman welcomed new member Harriet Wells who introduced herself as the proprietor of Millstream Square.

2 Note of last meeting on Friday 27th August 2021

The meeting approved the Notes. **Action:** NM to post Minutes on the Sleaford Town Council website.

3 Actions arising from the Last Meeting

All actions had been completed, were in progress or covered on the agenda of the is meeting.

4. Stage 1: Engagement Strategy

4.1 Plans for NP Open Day 28th September

NM and the Chairman updated on the organisation of the Open Day. The event was primarily aimed at getting feedback on the draft Vision and Objectives. The Working Group were encouraged to attend and spread the word.

4.2 Vision and Objectives

The latest version had been updated and circulated to the Group. The new version was agreed and would be printed for use at the Open Day.

4.3 Updated timeline for Neighbourhood Plan

The Chairman talked the Group through the updated timeline. It was anticipated that the Plan would be adopted by March 2023, before local council elections in May 2023. After a discussion it was agreed to re-schedule the adoption date to January 2023.

Action: NM to print off for Open Day

4.4 Report back on Neighbourhood Plan stall in Marketplace

The Chairman reported that there had been good engagement from the market stall; the next one was on Friday 15th October. Any Working Group members were encouraged to attend if for only a short period of time.

4.5 Greylees Engagement Network

The Chairman reported back on progress to date; his report would form part of the evidence of engagement in the Neighbourhood Plan. Participants from the Greylees community had not been able to join the Working Group but information from the Working Group was sent to the contacts there.

It was noted that it was challenging getting feedback from the Greylees community but efforts would continue, via the character assessments and councillors' activities. It was noted that engagement with the schools in Stage One had included students who lived in Greylees. There had been anecdotal feedback from the community about poor transport connections into Sleaford and cycle and pedestrian pathways. These points were noted to include in the Plan.

5. Stage 2: Developing the evidence base

5.1 Neighbourhood Profile, Character Area Assessments

The Chairman informed the Group that he would be drawing together the comments from participants in the town centre walkabout on 22nd August.

Action: Chairman to compile feedback report.

5.2 Update on Character Areas project with school students

The Chairman and SK had met with Geography students from the joint 6th form to brief them before they carried out the character assessments of areas of the town.

The Chairman and SK would meet with the students again on 20th October to get feedback on the character assessments and discuss their on-going involvement in the Neighbourhood Plan. It was hoped that the students would produce photographs and a short video.

Action: Chairman and Steve Kemp to report back to November meeting.

5.2 Update on involving Town Councillors in Character Area Assessments

This work had been delayed due to work pressures at the Town Council. The Chairman would produce an information pack for Councillors. Councillors would carry out character area assessments in the same areas as the students, giving alternative perspectives of the areas.

Action: Chairman to report back to November meeting.

5.3 Development of a new Sleaford Transport Strategy by LCC and NKDC

The Chairman highlighted the range of views about traffic and transport issues which had been received during the Stage One consultation. It would be challenging to draw these together in a coherent perspective and the transport element of the Plan would refer to

the Transport Strategy. It was noted that consultation was still open on-line [here](#) until 22nd October.

It was noted that there was no central parking for coaches and this did not encourage tour operators to the town; school visits to the Hub are constrained because there is no dedicated parking on the Eastgate Car Park. **Action:** Chairman to speak to Clare Edwards about this issue in his capacity as a Sleaford Town Councillor.

There was a discussion about car parking, park and ride and traffic flow. It was noted however that the Plan would focus on the 'Sleaford Strategic Delivery Plan' of NKDC and the 'Sleaford Transport Strategy' by Lincs CC as the strategic responses to these issues.

6. Publicity

6.1 Website and social media

Updates had been posted about the Open Day and social media posts would continue to encourage people to attend.

7. Finance

7.1 Budget update

The updated budget sheet had been circulated. Additional spend of £134 was noted for the website hosting and maintenance. **Action:** NM to apply for Locality Grant to commission a Design Code before March 2022.

8. AOB

8.1 Cllr K Fernandes gave feedback on the World Café event held in Sleaford. The Police had led this event and a video of the proceedings and findings would be shared. **Action:** Group to consider the findings at a future meeting.

8.2 The Chairman gave positive feedback on the artisan markets held in Millstream Square on 4th September. HW had met with the Town Council officers and they would be meeting with NKDC colleagues and other businesses to plan key town events in the year.

9. Dates of next meetings

9.1 Agreed dates are Friday 29th October. Proposed dates are Friday 26th November and Friday 17th December (latter to be confirmed in November). All at 2pm to 4pm by Zoom.

PART TWO – is postponed until the October meeting.

Training session for Stage 2: Developing the evidence base - **Green Infrastructure and Local Green Space Assessment** (Steve Kemp)

Sleaford Neighbourhood Plan Working Group

September 2021