

Minutes of Sleaford Neighbourhood Development Plan Working Group 18th meeting – by Zoom

Friday 25th June 2021, 2pm – 4pm

Working Group Members

Cllr Robert Oates, Chairman
Cllr Paul Edwards-Shea
Cllr Ken Fernandes
Cllr David Suiter
Mr Nick Law
Mr Keith Maltby
Mr David Marriage
Ms Clare Edwards

Consultants

Mr Steve Kemp, Open Plan

Sleaford Town Council

Ms Nicola Marshall, Deputy Town Clerk

Apologies

Ms Kathy Blythe

1 Welcome and Apologies

The Chairman welcomed all to the meeting.

The Chairman advised that he would be bringing a draft outline of the Plan to the July meeting. This would help identify the on-going work plan for the Group. A recent meeting with the Chairman and officers of NKDC had been positive about progress on the Neighbourhood Plan and how it would dovetail with the Central Lincolnshire Plan and other relevant planning policy documents.

2 Note of last meeting on 28th May 2021

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

3 Actions arising from the Last Meeting

3.1 Castlefield site visit (Minute 3.3 refers)

A site visit for Town Councillors had been arranged. It was suggested that the Working Group members be invited to a separate site visit in September.

4. Project Stage 2: Developing the evidence base

4.1 Proposed Walking Tours

The Chairman shared a document outlining the two proposed walking tours, the first with the public in August and the second in September with school students. The students would follow up with further walks in small groups identifying the character areas of the town. **Action:** The Chairman and NL to discuss in more detail, including safeguarding measures, and finalise a paper for the Working Group. SK offered to speak to staff and students about the Neighbourhood Plan and the planning process generally. **Action:** NL to contact the relevant heads of departments.

4.2 Proposed Route

The Chairman talked the Group through the proposed route of the walking tour. Suggestions were for the walk to take place between 10 and 1 pm. Requests to include the railway crossing and other areas would be considered but the length of the route was already ambitious for the time available.

4.3 Character Areas

A map showing proposed 14 character areas was shared. The boundaries of areas were discussed and it was suggested that the Town Councillors could be invited to undertake walking tours of the character areas and feedback to the Group. **Action:** Chairman to invite Councillors.

Empty fields and a possible new cemetery needed to be considered. Also, it would be important to include areas around the borders of the town, including those in other parishes. It was agreed that it would be important to get a mix of generations carrying out the character assessments to ensure a range of perspectives.

The character assessment would form a draft for further comments from the wider public and interest groups as the Plan evolves.

The Chairman thanked members for their contributions. The papers would be re-drafted and circulated.

Action: Chairman to share drafts of character assessments with KM to share with Sleaford and District Churches Together group.

4.4 Date for Walking Tour 1

Sunday 22nd August 10.00 am to 1.00 pm was agreed.

5. Project Stage 1: Engagement Strategy

Plans for 'Vision and Objectives' workshop

The Chairman shared the updated paper on the vision and objectives workshop. It was agreed to schedule the workshop for **Tuesday 21st September.**

6. Publicity

Visitor numbers to the website were increasing; in the last three months there were almost 500 visits.

7. Finance

It was noted that the additional cost of £500 for the 'Vision and Objectives' workshop had been added to the budget. The profiled spend was still within budget.

8. AOB

There was no further business for discussion.

9. Dates of next meetings

Agreed dates:

- Friday 30th July (with a follow-up planning meeting for the walking tours).
- Friday 27th August
- Friday 24th September

All at 2pm to 4pm (July by Zoom, August on-wards in person – to be confirmed).

PART TWO

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

This item was postponed until the next meeting.