

**Note of Sleaford Neighbourhood Development Plan Working Group
19th meeting – by Zoom**

Friday 30th July 2021, 2pm – 4pm

Working Group Members

Cllr Robert Oates, Chairman
Cllr Paul Edwards-Shea
Cllr Ken Fernandes
Cllr David Suiter
Mr Keith Maltby
Mr David Marriage
Ms Kathy Blythe

Consultants

Mr Steve Kemp, Open Plan

Sleaford Town Council

Ms Nicola Marshall, Deputy Town Clerk

Apologies

Mr Nick Law
Ms Clare Edwards

1 Welcome and Apologies

The Chairman welcomed all to the meeting.

2 Note of last meeting on 25th June 2021

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

3 Actions arising from the Last Meeting

The Chairman would try to bring a draft outline of the Plan to the September meeting.

All the remaining actions had been completed or were to be covered on the agenda.

Action: Chairman to bring a draft outline of the Plan to the September meeting.

4. Project Stage 1: Engagement Strategy

4.1 Update on Vision and Objectives Open Day

This would be held on Tuesday 28th September, afternoon into early evening, at the Town Hall. The purpose of the day had broadened out from a workshop-based event to an open day, with the opportunity for the public to drop in. There would be a display about the Plan's vision and objectives and people would be encouraged to give their views.

Action: Poster and flyer advertising the event would be sent to Working Group for dissemination to their contacts and networks (NM).

4.2 Update on developing the Vision and Objectives

SK shared a draft document showing a 'touchstone' diagram developed from the aspirations and emerging objectives gathered from the community engagement.

The core principles were a supportive, enterprising, healthy, and sustainable town.

The Chairman explained that adopted objectives would then need policies to support their implementation through the planning process.

The following points were raised in a discussion of the model:

- Strengthen the emphasis on natural green infrastructure

- Include the wider town (not only town centre) in street and space environment
- Promote affordable housing in the Plan
- Include sport and exercise
- Take account of flood risk and mitigating actions with the River Sleaf during storm events
- Take account of traffic management and pressure on the by-pass

Action: Diagram to be developed into a leaflet for the Open Day

4.3 Market Place Stall

The Chairman advised that there would be a stall on the town market on Friday 6th August, 9 am to 2pm, and again on 17th September and 18th October.

Action: Volunteers were asked to support (All)

4.4 Grammar Schools - Relocation

The Chairman reported that a proposal to relocate the two grammar schools to an out-of-town site had been received from Mr Nick Law. It had been requested that the proposal be included in the Neighbourhood Plan. The relocation is already included in the Sleaford Masterplan and the proposals had been consulted on. The new buildings would be outside of the NP area, but the future use of the existing school buildings would be considered in the development of the Plan. Comments were made that the relocation would reduce traffic density and movement around the town.

The Chairman advised that any interest group in the town could write and ask that their suggestions be considered in the development of the Plan. DM asked the Group to consider two areas of the town – namely the Castlefield and the Market Place – be considered within the Plan.

Action: DM would take this forward via the Civic Trust.

5. **Project Stage 2: Developing the Evidence Base**

5.1 Neighbourhood Profile

The group discussed an Action Table for developing the Neighbourhood Profile. The Working Group and STC Councillors would help to develop the Neighbourhood Profile. Contact had been made with the Head of Geography at Carre's Grammar School to involve students in developing the 'Area Character Overviews' to go into the Neighbourhood Profile but it was likely that the final Neighbourhood Profile would not be completed until end of February 2022. And the likely timeframe for the draft NP was now summer of 2022.

Action: RO and NL to work on student project with Carre's Grammar School.

Action: NP timetable to be updated for the Open Day (SK, RO, NM)

5.2 Area Character Overviews

(i) Sunday 22nd August 10 am to 1pm - walkabout of 'Character Area 1 – town centre' with the Working Group members, People's Panel, residents, and business owners.

(ii) To involve Town Councillors in Area Character Overviews a briefing had been organised for 25th August. Councillors would be asked to help with the character assessment of their ward.

6 **Central Lincolnshire Joint Local Plan – Review**

The Chairman explained the relationship between the Local Plan and Neighbourhood Plans; both are statutory planning documents. The Chairman and Deputy Clark meet with NKDC planning officers regularly to ensure that the Sleaford NP will align with the Local Plan.

7 Leasingham Neighbourhood Plan

The Chairman encouraged the Working Group to look at this [plan](#) as an example in a neighbouring area to Sleaford. Sleaford Town Council had been asked to comment on the Leasingham Plan and the Council had asked the Working Group to make the response on its behalf. There was support for protecting the green space between Sleaford and Leasingham (and other surrounding villages).

Action: Chairman to draft a response to the Leasingham NP.

6. Publicity

NM reported that a new banner, posters and A5 flyers had been procured to promote the town walkabout (22nd August) and Open Day (28th September). A post on the above events had been promoted on the STC website and the Neighbourhood Plan website. Social media promotion would start the following week.

Action: NM to send jpg version of the leaflet to the Working Group and People's Panel for dissemination to their networks and contacts.

7. Finance

NM advised that £130 had been spent on promotional items for forthcoming events. All other expenditure remained as profiled at the last meeting.

Locality Grant: SK had sent a rationale for applying to Locality for a grant to produce a Design Code to accompany the final Plan. The paper had been circulated to the Working Group for comments.

Action: NM to re-send the proposal and members to respond by Friday 6th August.

8. AOB

There was no further business.

9. Dates of next meetings

- Friday 27th August
- Friday 24th September – apologies for late arrival by David Marriage
- Friday 29th October

All at 2pm to 4pm and via Zoom unless advised otherwise.

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.

Sleaford Neighbourhood Plan Working Group

August 2021