



**Minutes of the Meeting of the Neighbourhood Plan Sub-Committee held on
Friday 4th August 2023 at 2.00pm, at The Town Hall, Sleaford**

Present: Cllrs Ken Fernandes, Robert Oates, Al Snookes and David Suiter and Community Member Keith Maltby

In attendance: Mr Chris Pilkington (Town Clerk and Responsible Financial Officer), Mrs Debbie Scott (Administrative Support), Mr Steve Kemp (OpenPlan) and Mr John-Michael Chidwick (AECOM, by Zoom from 2.16pm).

23.01 ELECTION OF CHAIRMAN

RESOLVED: That Cllr Robert Oates be elected as Chairman. Cllr Oates took the Chair.

23.02 ELECTION OF VICE-CHAIR

RESOLVED: That Mr Keith Maltby be elected as Vice-Chairman

23.03 APOLOGIES FOR ABSENCE

Apologies for the meeting and reasons for absence from it had been received from Cllrs David Darmon and Linda Edwards-Shea and Mr David Marriage. The meeting was quorate.

RESOLVED: That the reason for absence of Cllrs Darmon and Edwards-Shea and Mr David Marriage be approved.

23.04 DECLARATIONS OF INTEREST

(a) TO RECEIVE DISCLOSURES BY MEMBERS OF ANY DISCLOSABLE PECUNIARY INTERESTS FOR THE PURPOSES OF SECTION 31 OF THE LOCALISM ACT 2011 AND ANY OTHER RELEVANT INTERESTS UNDER THE MEMBERS' CODE OF CONDUCT

There were no declarations of interest.

(b) TO RECEIVE AND DECIDE UPON REQUESTS FOR DISPENSATIONS TO MEMBERS TO TAKE PART IN DISCUSSIONS AND VOTES WHERE THEY HAVE DECLARED DISCLOSABLE PECUNIARY INTERESTS

There were no requests for dispensations.

23.05 PUBLIC PARTICIPATION SESSION

There were no Members of the Public present.

23.06 MINUTES OF THE LAST SLEAFORD NEIGHBOURHOOD WORKING GROUP MEETING

RESOLVED: That the minutes of the Meeting of the Working Group held on 7th July 2023, be confirmed as an accurate record and signed by the Chairman of the Sub-Committee.

23.07 DRAFT NEIGHBOURHOOD PLAN

a. Draft Design Guide

It was noted that the latest version had been circulated earlier that day and was shared on screen. Mr Chidwick asked the committee to take time to consider the content. He explained that this was a first draft following the consultants' visit to Sleaford in March and covered sections 1 (Introduction, references to other Policies, etc., strategic overview and map) and 2 (Place analysis, context, buildings, movement and landscape). Further sections, 3 (Character Analysis), 4 (Design Codes) and 5 (Checklist and FAQs) would be added once the Sub-Committee confirmed the format and content so far.

In answer to questions, Mr Chidwick confirmed that that section 3 would cover further information about specific buildings including information about aspects other than just the frontage, and that sections 3 – 5 would be ready for the Sub-Committee to make comments on prior to submitting the draft to the Planning Committee in October.

Action: All to consider the initial draft Design Guide sections 1 and 2 and submit any comments (including historical accuracy, etc.) to Mrs Scott by Thursday 10th August.

Mr Chidwick explained that he would normally expect to see no more than 10 different - Character Areas in a Neighbourhood Plan and asked the Sub-Committee to consider which ones would be the most important. He agreed to send a draft map showing the proposed areas, outside of the Conservation Area which was already clearly set out in the Central Lincolnshire Local Plan (CLLP).

In answer to questions, he confirmed that specific detail such as requiring native tree species to be planted could be included but it was noted that drought- or heat-resistant (for future-proofing) species should perhaps also be considered.

The Sub-Committee thanked Mr Chidwick for his work and welcomed the format and content of the document.

(Mr Chidwick left the meeting)

b. Draft Neighbourhood Plan

An updated version of the Policies for the Neighbourhood Plan had been shared prior to the meeting. Cllr Oates explained he would add the final version of the Policies into the Draft Neighbourhood Plan for consideration at the next Sub-Committee meeting.

Mr Kemp shared the following updated policies, which took into account the informal comments received from NKDC in the absence of a formal meeting with NKDC.

- Sustainable Development Plan – although NKDC had advised that this was unnecessary, from his experience an Independent Examiner would welcome its inclusion. He would adapt it to reflect the CLLP.
- Design Aspects – this would be cross referenced to AECOM’s work.
- Affordable Housing – comprehensively covered in the CLLP - ‘endorse CLLP provision’.
- Employment and Business – amendments to reflect additions to the CLLP provision – important of the town to the District – ‘sustainable’ should cover both growth and maintenance. It was noted that the CLLP allowed low level growth anywhere but concentrates on the Town Centre, including dentists, vets, doctors, day nurseries. Evidence from the engagement showed that many residents would welcome such facilities outside of the town centre where parking may be more accessible. Reference to be made to constraints of CLLP.
- Town Centre Policy - amendments to complement and add to the CLLP provision.
- Community Facilities – NKDC had recommended looking at Coleby’s NP.
- Green and Blue Infrastructure Policy – endorsing CLLP provision – add reference to supporting new green/blue spaces.
- Sustainable Development Policy – to cross reference with the Green Wheel and the CLLP.

In answer to questions about SuDS (Sustainable drainage systems) it was noted that this was already covered by national Planning Guidelines and CLLP. Flooding issues were the responsibility of the EA and Lincolnshire County Council.

It was requested that references to ‘ecology’ be replaced by ‘natural environment’ throughout the -policies.

It was noted that future CLLPs could identify new SUEs (Sustainable Urban Extensions) which would be covered by the proposed wording in the SNP. Concern

was expressed about developers' general reluctance to provide the necessary infrastructure.

- Design Policies - to align with AECOM's work, which would include sustainable energy provision such as solar panels. The possibility of underground balancing ponds was discussed.
- Access and Transport Policy – to include a statement of priorities, but mostly outside of the Planning remit. It was suggested that issues such as road widths, dropped kerbs and 'platform' crossings be referred to in the next consultation on the Transport/Highways strategy.

The meeting debated what it was about the essential nature of Sleaford that the NP should carry forward. The question of accessible retail areas was discussed and, as described in the CLLP, edge of town retail developments would not be welcome but other amenity businesses would be better placed away from the Town Centre to reduce congestion and where suitable sites were not available.

- Education Policy – to support the plans for a new site for the Grammar Schools and to support vocational/FE/HE facilities.
- Built Heritage – already covered on CLLP.
- Open Spaces – as above.

Actions:

All to consider and submit comments on the updated Policies to Mrs Scott for collation by 10th August.

Mr Kemp to then revise the updated Policies and re-circulate them as word document.

Cllr Oates to then incorporate the updated Policies into the Draft Neighbourhood Plan.

c. Grant Application

Cllr Oates explained that the grant window had now re-opened and that he, the Town Clerk and Mrs Scott were available on 7th September to submit the application online.

RESOLVED: That a grant application be submitted for the balance of the funds available.

d. Communications Update

It was noted that the updates to the Town Council's website Community Projects page were still awaited. The SNP website manager had submitted an invoice for the costs of renewing the domain name for payment.

23.08 MEMBERSHIP OF THE SUB-COMMITTEE

The Town Clerk reminded the meeting that the membership should be 6 Councillors from the Planning Committee and 6 Community Members. The Planning Committee

appointments were currently Cllrs Darmon, Edwards-Shea, Fernandes, Al Snookes and Suiter. Other possible Community Members were considered.

Actions: Cllr Oates to contact Tony Dobson and Mark Bamford who had both expressed an interest. Mrs Scott to contact Mark Graves and Sarah Graves as possible representatives from the business community.

Anyone interested would be invited to the next meeting and then, if appropriate, recommended to the next Planning Committee for appointment.

23.09 DATE AND VENUE OF NEXT MEETING

RESOLVED: That the next meeting of the Sub-Committee take place on Friday 8th September 2023 at 2.00pm at the Town Hall, Sleaford. Cllr Oates' apologies for absence were noted, Mr Maltby would take the Chair.

DRAFT

4th August 2023

Signed:

Date: