

BLISLAND NEIGHBOURHOOD PLAN

Steering Group Minutes

Date of meeting : 16 April 2019
Time: 1900
Location: Manor Suite, Blisland Village Hall
Attendees: Karen Dickin (chair) Stephanie Meads, Anne Green, John Stansfield, Pete Keen, Lynne Clayton,
Apologies: Sheila Larsen

1. Terms of Reference for the Steering Group.

A few minor amendments to the draft supplied were agreed. Approval will be requested for the attached version at the parish meeting on 9 May .

Stephanie confirmed that funding is available from the parish council budget, and there may be some grant funding available for training, and, for example, to pay for a landscape assessment to be carried out.

Discussion followed on the date of monthly steering group meetings, and it was finally decided that, generally, this would be at 7.00 p.m. on the 4th Thursday of each month.

2. Wider Membership of the Steering Group.

At present the steering group consists of four parish councillors (Stephanie Meads, Karen Dickin, Sheila Larsen, Anne Green), but only three members of the community (Lynne Clayton, Pete Keen, John Stansfield. A few names were suggested to be followed up, including some people from the original steering group. Karen stressed the need and importance of continuity of the steering group and meeting attendance. Other people may be asked to contribute to various sections of the plan in due course which they have a special interest or expertise.

Action: AG and LC to follow up suggestions

3 Defining the scope of the plan

SM produced the template she had worked on previously including a draft vision statement and key objectives. It was agreed the template provides a good outline of the scope needed.

JS said that there are two core questions to answer.

1. Is it the whole parish?
2. Do we want to look at development sites?

Discussion followed as to how the original five possible development sites were chosen.

It was pointed out that there is no obligation for Blisland to build more houses.

JS said there are only 4 ways the community can grow:

1. Identification of development sites
2. Rounding off
3. Infill
4. Rural exception sites

It was agreed that, initially, we need to consult the Affordable Housing Register to assess the affordable housing need in the village. According to the register in July 2017 there was need of 17 affordable homes (9 who wanted 1 bedroom homes, and 8 who wanted 2 or 3 bedroom homes). We need to send out a new survey (as part of the scope) as the previous information may now be out of date. We may have to do the map again and identify sites.

Housing is a major part of the scope and we need to address all forms of housing, not just affordable. There could also be the need for single storey accommodation for elderly or infirm people, or those who could down-size. When we consult the community as to what type of housing people are prepared to see in the parish, we need to make people aware that this includes the outlying hamlets as well as in the village itself. There are no formal boundaries at present around the core of the village itself.

A key consideration is the designation as AONB and conservation area and the relationship of this with any new housing. (Any new housing needs to be very carefully integrated into the village).

Other topics should include Lighting Levels, Housing Design and Construction (the sympathetic and appropriate housing in the Yorkshire Dales and Cotswolds were held up as good examples).

Action: PK to check latest housing need data.

4 How to re-engage the local community

There was discussion on the most appropriate website to use. JS suggested that it should be a tab on the Blisland Parish Council website over which the parish clerk has control however it was also pointed out that not many people would bother to look at the parish council website, even if directed towards it. It was agreed that we don't want to confuse people by having NDP information on too many web sites.

Action: KD to check with parish clerk. Pete Keen (PK) to ask other parish councils what format they used to communicate with their communities.

The new survey would be an opportunity to re-engage the community and we need to plan how to distribute it eg - by door stepping, taking it into the pub, shop, school and through special interest groups - gardening club, Blisland Blisters, short mat bowls club, yogalates class. Also, Internet, Parish magazine, Posters, Website, E-mails, Fliers. It was suggested that before the new questionnaire is distributed, the community is advised that a new questionnaire seeking their views would be following. For the next parish council meeting, JS will draft a possible letter to the community, with an introduction explaining what the NDP is about and, with the GDPR in mind, seeking their permission for the steering group to be given their email addresses in order to keep them updated on NDP progress.

Action: JS to draft communication

SM to provide copy of last questionnaire for KD to circulate with minutes

Date of next meeting: As two members of the steering group will be unable to attend a meeting on the 4th Thursday in May, the next steering group meeting will be on **Tuesday, 21st May at 7.00 p.m.**