

Sturton Ward Neighbourhood Forum - Steering Group Minutes

Wednesday May 22nd 2019

Present: Alan Guest (in the chair); Cllrs Colin Keyworth; Phil Appleyard; Peter Warburton; Bruce Herrington; Bevan Adams; Brian Marchant plus residents and members of the Steering Committee representing their PCs
Sara Stilliard (minute taker)
Guests: None

Public Forum – no comments

1. Apologies for absence: Cllrs Gordon White and Judith Goacher; Andy Gibson; David Moore and Sharon Rowlands. Will Wilson and DCllr James Naish also sent their apologies. It was noted that Charlotte Wright has resigned from the PC and this Steering Group and Cllr Mike Newby takes her place

2. Declaration of Interest or Conflicts of Interest: none at this stage

3. Chairman's remarks on the agenda: none

4. Minutes from Steering Group meeting held on 03/04/19

The minutes were signed off by the Chair as a true record of the meeting **Action Clerk to send a copy to B Herrington for the web site**

It was noted that a copy of the minutes would now be sent to DCllr James Naish and Cllr Mike Newby
Action Clerk

5. Matters Arising from the minutes – not on the agenda

None

6. Report from Consultants / BDC

None present

Materials which were to be available for this meeting have been given to representatives of each Parish to look at prior to the Public Consultations. The latest footpath information maybe missing, otherwise they are up to date.

7. Mapping of Developments since January 2011/15

Cllr White has downloaded all the North Leverton Planning Applications and will review them at the meeting on April 8th and send results to the Chair. **Action Cllr White**

Clerk to remove this from the agenda now

8. Site Assessments / public consultations

The draft report from AECOM is now expected within 10 days. Alan to chase for a firm date since the Steering Group needs time to look at it before the Public Consultations and does not want to delay them further **Action Alan**

Public consultation dates have been confirmed and halls booked as follows:-

25th June - Sturton

2nd July - Wheatley

9th July – North Leverton

The site assessments supplied so far still have errors, for example in Wheatley_

NP 28 and 29 - the final sentence does not make sense since NP16 is on the opposite side of the road and so cannot be used for access

NP36 – mentions a coach house and stables on the site – these do not exist on this site!

Action Brian and Bruce to do a final check for any other factual inaccuracies and forward to Alan for final revisions by Will Wilson

Bruce Herrington's comment form has been circulated and GDPR text has been approved by each Data Protection Officer so this is ready to go onto the web site / be printed for the Public Consultations. A Frequently Asked Question document should also be available for the web site and Public meetings

Action Bruce

9. Housing needs assessment

Comments from each Parish have now been incorporated into the report and Locality has the document to sign off. This report will be part of the consultation documentation **Action Alan to contact Paul Avery to chase the signed off version and ask if the version we have can be put on the web site now**

10. Character assessment

The Design Codes technical support package consultants have been working in the Parishes but there is no date for delivery of the report as yet. BDC and Helen Metcalf have confirmed that recent work from them has been very good

Will Wilson provided BDC guidelines on average housing density for rural areas as follows:-

- Bole: 10.8 dwellings per hectare
- Sturton-le-Steeple: 8.3 dwellings per hectare
- North and South Wheatley: 17.2 dwellings per hectare
- North Leverton: 15.3 dwellings per hectare

Parishes are unlikely to want housing densities to exceed these

11. Review of Existing Neighbourhood Plan

Alan had circulated the original list of who agreed to do what and sent a reminder. This should be revisited when the Design Codes report / Character Assessment is ready although much of it can remain unchanged for example point 2 – all to consider point 2 and let Brian Marchant know if they believe there are changes needed to the Vision for the Parishes **Action all**

12. Publicity

Public Consultations will be publicised via leaflets delivered to all homes in each Parish and an article will appear in Clays Contact and possibly Retford Life June issues - however there will be no paid for adverts since we do not have the budget for this. Leaflets will point people to the web sites where all the information on each site by Parish can be viewed and where the feedback forms will also be available. Hard copies of documents can also be viewed at the Public Consultations or at a PC meeting / via a Parish Councillor until the end of July, which will be the end of the Consultation period.

Action Alan to ask BDC for electronic versions of all finalised site material to be sent to Bruce for posting on the web sites. Also Alan to confirm a list of all sites by Parish so that Bruce can check the information is complete

There is no budget available to have leaflets delivered to homes – it is hoped that PC / other volunteers will undertake this possibly in conjunction with the Church or other groups in the villages

13. Financial matters

Budgets and expenses sheets have been submitted to Groundwork UK

We have £6,944 in the bank. Some of the budget has been re assigned across expenditure headings for which Alan will seek approval to a maximum amount of £8,900 to September 2019 at which point the draft Neighbourhood Plan should be ready to go to the inspectors. At that point more money will be applied for to cover Helen Metcalf's work onward from there.

14. Planning for future actions

Nothing to report

15. Correspondence

None

16. AOB

The BDC conservation team requested any photographs of the Old Vicarage in North Leverton. It was found that there probably was no Old Vicarage on the site in question. No further action required

17. Date of next 2 Steering Group meetings

June 12th at Sturton le Steeple Village Hall at 7 pm

August 9th at North Leverton Methodist Church hall between 4-6 pm **Action Mike Vessey to book the hall**