

MINUTES OF NPWP MEETING HELD AT FLETTON HOUSE
OUNCLE ON TUESDAY 22 SEP 15 AT 7.30PM

Present:

Mark Bennis (MB)
David Chapple (DC)
Neil Fraser (NF)
Tony Hoyle (TH)
Paul King (PK)
Paul Piercey-Hughes (PP)
Philip Stearn (PS)
Roger Sturman (RS) Chairman
Richard Tremellen (RT)
Rachel Vicary (RV)

Minutes: RS

Item 1: Apologies for Absence. Apologies for absence were received from Ann Chapple, Mark Felton, Debra Harper, Matthias Menck and Roy Sparkes.

Item 2: Verification of Minutes from Previous Meeting. The Minutes from the previous meeting held on Tue 25 Aug 15 were accepted as an accurate record.

Item 3: Update of Actions from Previous Meeting. Matters arising from the previous meeting were reviewed and updated and are recorded in the table at the end of these minutes.

Item 4: Consideration of Objectives including Sub-Groups' Reports. A monthly report had been submitted by the Connectivity and Parking Sub-Group and RSp had noted progress on the Town Centre and Retail objective; no other reports had been received.

a. Business, Employment and Education. It was agreed that while this objective and Town Centre and Retail could be developed together, there was merit in retaining their separate identities for the purposes of writing the Plan. PS reported that he would be meeting the other members of the Welland Towns Group the following week and would report any significant developments.

b. Community, Recreation and Sporting Facilities. While there was an ongoing focus on developing relationships with schools for the use of their sports facilities by townfolk it was agreed that the possibility of developing a separate centre for the town should not be discounted. PS noted that the development of cycleways was ongoing and there would be further work to understand the potential contributions from housing developers; it was noted that the Connectivity Sub-Group had a major interest in this issue.

c. Connectivity and Parking. MF had provided the summary on the way ahead for the Connectivity & Parking objective. There was some discussion on the possible use of the paved area in the northeast corner of the South Road football pitches as a parking area; RT advised that from his perspective the 2 concerns about developing the site were around the Grade 1 status of Cobthorne, and the views from that building, as well as the road traffic requirements for safe access and egress. **Action: the Connectivity and Parking Sub-Group agreed to lead on developing the**

potential use of the former tennis courts as a parking area. It was noted that the Headmaster of Laxton School had agreed to the use of their car park by visitors on Saturday Market days; this use would be monitored by OTC and might be extended to include other “Festival” events.

d. Green Spaces. The Housing & Green Spaces review had submitted their report on time; in their view the process supporting the Sub-Group’s work had not been executed effectively and further work was required to correct matters. The Report had been submitted to the Monitoring Officer at ENC for comment and it was agreed that RS would update the WP within a week. **Action: RS was to update the WP on the monitoring Officer’s comments by 30 Sep 15.**

e. Housing. The Housing & Green Spaces review had found that the process employed by the Housing Sub-Group had been executed reasonably but that some enhancements were required to increase its effectiveness. **Action: as at Item 4d above.**

f. Tourism. It was agreed that firm proposals stemming from the Tourism Evidence Base (EB) needed to be developed and reflected in the Plan; **action: PK undertook to review the EB and develop proposals.**

g. Town Centre/Retail (TC&R). The development of the Landlords Register was ongoing; see also Item 4a above concerning the relationship with the Business and Employment objective.

Item 5: Next Steps.

a. In the context of setting a standard arrangement for the development of the narrative on NP objectives within the written Plan, it was agreed that the headings “Objective, Initiatives and Policies” should be adopted. The headline description for each objective was to be that used in the Dec 15 Residents’ Questionnaire; any expanded texts proposed for use within the headings detailed above should be circulated by Sub-Group heads to WP members for consideration. **Action: Sub-Group heads were to circulate additional texts for Objectives, Initiatives and Policies.**

b. PK explained that he aimed to present an outline draft of the NP to the OTC meeting in mid-Oct. The likely date for the next town consultation meeting was the end of Nov.

Item 6: Finance Report. *Secretary’s note: an updated financial report is attached to the email under which these minutes are circulated.*

Item 7: AOB.

a. RS noted that this would be RV’s final WP meeting and extended thanks to her for her contributions to the development of the Plan.

b. The Questionnaire responses published in the Mar 15 Oracle had been translated to a form which could be placed on the OTC website and RS was carrying out a sanity check on them after which the posting process would begin.

Item 8: DONM: The next meeting was to be held on Tue 27 Oct 15 at 7.30pm.

The meeting closed at 8.45pm.

Action Points - Neighbourhood Plan Working Party 26 May 15

Reference	Action	Owner	Due Date	Comment
230914-06	Sub-Group heads were to provide informal evidence sheets to DH	Sub-Group Heads	Asap	Ongoing
281014-05	Sub-Group heads were to provide monthly reports	Sub-Group Heads	As Req	Ongoing
281014-06	Sub-Group heads were to provide DH with the information required to keep the website current.	Sub-Group Heads	As Req	Ongoing
251114-06	RSp to develop register of landlords of commercial properties	RSp	26 May 15	Ongoing – aim to complete by next meeting
231214-01	GR to report the outcome of her meeting with NCC about the use of school facilities.	NF	As Req	Closed - action now with NF see 280715-06 below
270115-03	Sub-Group heads to ensure that detail from the TDS was incorporated into their objectives	Sub-Group Hds	As Req	Ongoing
240315-02	PS to obtain feedback on ARBN from other Welland towns	PS	Asap	Ongoing
260515-01	PS was to liaise with ENC	PS	As Req	Ongoing
280715-04	Sub-Group heads to provide objective summaries	Sub-Group heads	Within 10 days	Closed – incomplete but overtaken by other work
280715-06	NF to liaise with NCC about the use of school facilities	NF	As Req	Ongoing
250815-01	PS to continue work with contacts on cycleway dev'pment noting need to involve Connectivity S-G	PS	As Req	Ongoing
250815-02	Connectivity Sub-Group to lead on other WP cycleway related issues	MF	As Req	Noted – action closed; see action 250815-01 above
250815-03	MF to provide a Connectivity way ahead summary.	MF	21 Sep 15	Complete
250815-04	Sub-Groups to provide RS with latest	All	Asap	Partially completed no longer required

	versions of their EVs.			because of completion of Review Panel work
250815-05	WP members to provide comments on the draft Plan to PK by 4 Sep 15	All	4 Sep15	Complete
250815-06	PK to review impact of sustainability issues on the Plan	PK	As Req	Ongoing
250815-07	DH to arrange for Oracle content to be added to the website.	DH	Asap	Ongoing
250815-08	RS to seek advice from RT on use of former tennis courts for parking.	RS	Asap	Ongoing
220915-01	Connectivity Sub-Group to lead on developing the former tennis courts as a parking area.	MF	Asap	
220915-02	RS to update the WP on the monitoring Officer's comments .	RS	30 Sep 15	
220915-03	PK undertook to review the Tourism EB and develop proposals.	PK	Asap	
220915-04	Sub-Group heads to circulate additional texts for Objectives, Initiatives and Policies.	Sub-Group heads		

Note: Grey block indicates action complete.