

Minutes of the meeting of the Ickleford Neighbourhood Plan Steering Group

Wednesday 16 January 2019 at 8 pm in the Village Hall (small room)

Attendees: Ruth Bryer, James Tizzard, Ray Blake, Mike Jones, Bruce Parker, Louise Peace, Mike Willoughby.

Apologies: James Carlyle, Clari Garrido-Lobo.

Minutes of the meeting of 21 November approved

Matters arising

- A table at the Church's Christmas Fayre on 1 December was well positioned and attracted the attention of a good number of visitors.
- Form feedback: When the box in the church was withdrawn it contained two further flyers with comments. That in the shop would now be removed and its contents analysed. To date 40 responses have been received.
- Ruth fed back on a discussion with Clare Skeels, the District Council planning officer overseeing neighbourhood plans. Clare will send details of statutory stakeholders and said it would be good to consult with these, but not to expect too much back from them. There were also others that it might be wise to engage with, such as landowners and perhaps developers. She advised that we focus on areas that we can influence, making it clear what we could not cover, to manage expectations. She thought most of the evidence we need would be in the Local Plan supporting documentation. District or County Council may well have anything else we might need. She agreed that at this stage we should be deciding what areas to focus on. We can then look at the evidence in those areas. She is happy to meet and talk through our ideas and help to avoid wasted effort.
- Ruth highlighted the Locality 'How to write planning policies for your Neighbourhood Plan' document which contains useful information on the role of policies and what they may cover. It also discusses the importance of a vision and aims. Ruth circulated a very draft version of these that can be considered and amended as plan content develops.

Response to comments on flyers

- Mike W. had been able to list feedback responses appearing most frequently under four provisional categories and suggested that each of these might be assessed in some depth by a pair of Group members, who would hope to submit a report on their findings at the next meeting. Ruth circulated a document outlining the feedback received, grouped by themes. After some discussion involving redistribution of topics, and the addition of land ownership and usage, responsibility for tasks was decided as follows:
 - Land ownership and usage – (Bruce and possibly James C.)
 - Transport - roads, road safety, traffic issues, cycle tracks, bus services (Louise and Mike W.)
 - Public amenities – green spaces, sports facilities, shops, post office, school (Mike J. and James T.)
 - Housing and new developments – [including sewerage] (Ray and Ruth)
- It was suggested it would be useful to work on these areas before taking more developed ideas back to stakeholders, and Louise proposed we look at how other neighbourhood plans had addressed the same issues.

Finance

- Louise reported that our funds, once all outstanding payments are made, will stand at £29.49. The Locality funding year starts in April and grants are usually for £1000, much more than we need before April. However she has been told it may be possible to apply for a smaller amount. It was agreed it was worth applying for a small grant to cover room hire for two more meetings (£19 each) and the cost of land registry searches. A larger grant application will also need to be made shortly for the next financial year.

Next meeting : Wednesday 27 February 2019