

WALTHAM ON THE WOLDS AND THORPE ARNOLD NEIGHBOURHOOD PLAN STEERING GROUP

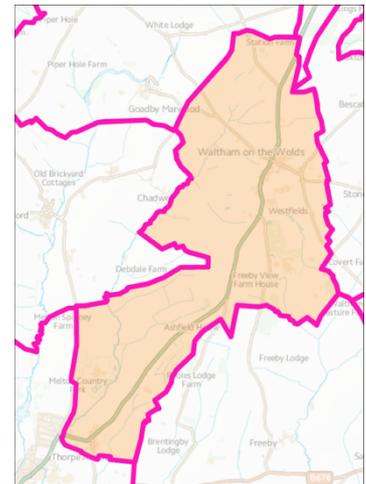
MEETING NOTES: THURSDAY 17 MARCH 2016 WALTHAM VILLAGE HALL

Attendees

Claudine Baxter (CB)	Jayne Haynes (JHa)
David Jefferson (DJ)	Stuart Lomas (SL)
Cllr Martin Lusty (ML) - Secretary	Cllr Malcolm Mills (MM)
Glena Rowlands (GR)	Steve Ware (SW) - Chair

Apologies

James Beverley (JB) – MBC	David Hill (DH)
James Houghton (JHo)	Cllr David Lovegrove (DL)
Judith Maidment (JM)	Rachel Quine (RQ)
Alan Noble (AN)	



Copies to:

SG members, PC notice boards/website and James Beverley, MBC

1. Minutes of the last meeting

There was one omission: a request for all to comment on the draft list of Plan contents.

2. Group membership

The structure of the Group was discussed with the objective of accelerating the planning process. The following groupings were agreed:

- Consultation Group: SW, RQ, SL, ML
- Site Assessment Group: MM, DJ, GR and JHo*
- Consultation (School and Young People) Group: CB, RQ* and JM*
- Executive Group (to co-ordinate and direct the overall process): SW, SL, MM and ML

*Subject to their agreement.

Other groups may well be formed as work progresses. The main progress will take place in these sub-groups although they will undoubtedly engage others for assistance as required. Steering Group meetings will continue to take place to communicate progress and direction. Ron Marks has stood down from the NP initiative.

3. Melton Draft Local Plan.

SW gave a brief report on the recent frustrating Settlements meeting at MBC. The conclusion was that the Local Plan still has a long way to go and the criteria for the distribution of houses will undoubtedly change from the current draft. A PC/NP Group response to the Local Plan consultation is to be prepared and circulated for comment before submission by 4 April latest (carried over from the previous minutes).

Action: ML to prepare and circulate a draft response to the Draft Local Plan.

4. Current planning applications

ML gave a report on the Planning Committee's latest approval of the outline application for 45 houses off Melton Road. We discussed other potential applications and the frustration in not being able to successfully argue against these, despite best efforts by the PC and objectors.

5. Public Drop-in Consultation Meeting

RW, ML and SL reported on progress on designing and organising open consultation meetings. Notes from the first meeting are included in Attachment A. Two open drop-in meetings were planned on 19 and 20 April respectively at Thorpe Arnold and Waltham village halls. Both meetings will be from 14:00 to 20:00 with manning by a rota of available Steering Group meetings. Residents will be posed general questions about the parish and asked to respond using Post-It notes. Leaflet notifications are again planned to all households, plus email and Facebook notices.

Action: Consultation Group to meet soon (subsequently arranged for Monday 21 March) to finalise the leaflet, based on SL's draft, and organise printing and distribution. Presentation materials are to be organised (ML to lead). Manning rotas will be proposed at the next SG meeting.

6. Site Assessment

MM had circulated a draft summary of the discussions at the last SG meeting. DJ reported on his excellent work to develop this further. A table of area codes for Waltham scored against 8 criteria was discussed together with maps illustrating the potential sites and the area of Waltham Stone reserves.

Comments are invited from all on this work and the Site Assessment team will continue to develop the approach with a target for completion within 2 months and an interim report for the next meeting.

Further information had been received from Rachel Armstrong on the MBC's assessment methodology. This was circulated to all on 15 March and filed in Dropbox.

Action: All to comment on the draft table, particularly on views in to and out from the village. The Site Assessment Group will continue to develop the approach.

7. Melton Borough Council

Nothing further was reported.

8. Project Plan

Nothing further was reported.

Action: ML to update the overall Project Plan (outstanding from the last meeting).

8. Finances

DJ suggested that we should declare any conflicting interests (pecuniary and other interests on local government speak).

Action: MM to obtain forms from the Parish Council Clerk (AL).

Next meeting: Wednesday 13 April at 19:00 at Waltham Village Hall.

Appendix A: Notes from Consultation Group meeting, 8 March 2016

- 1 We agreed that the initial consultation of the parishioners should take the form of two "drop in" sessions, one at WotW and one at TA, these sessions would last from 2 pm until 8 pm.
 - a WotW session to be 20th April 2016 in the Harry hunt room. ML to book the room.
 - b TA session either the 19th or the 21st April in the Village Hall. SL to book.
- 2 A flier inviting Parishioners will be prepared by SL to be delivered to every house in the Parish, this will contain wording to explain what we are trying to achieve and a list of topics to think about for the session.
- 3 The actual session will take the form of an open style with separate desks covered in a sheet of paper, "Sticket" pads and pens will be provided for attendees to write down their comments/contributions and stick them on the relevant table.
 - a There should be a minimum of three tables - What you don't like, what you do like and how would you improve?
 - b A front desk to welcome attendees, explain the process and collect names and contact details.
 - c Refreshments if possible? SQ to approach the WI.
 - d Mobility issues, how do we get the less able to the sessions?
 - e Displays - MBC maps, bullet point NP and simplified Parish profile, ML volunteered to prepare.
 - f Tasking flier delivery and support for the meetings to be discussed on the 17th at the next full NP meeting.