

**Grasby, Searby cum Owmbly Neighbourhood Plan Steering Group****Meeting Number:** 19**Date:** 5<sup>th</sup> June 2024**Location:** Grasby Village Hall**Time:** 19:00**Attendees:** Chris Mead (Chairman)  
Janet Brown (Treasurer)  
Tim Phipps  
Rob Bennett  
Steve Riley (Secretary)**Apologies:** Cllr Peter Morris  
Cllr Tom Smith  
Mike Downing  
Nick Harrison  
Julie Turnbull  
Bethany Johnson  
Mark Palmer**Agenda:** 1. Outstanding actions from previous meetings (Steve)  
2. Progress since last meeting (Chris)  
3. Community Engagement (All)  
4. Next steps for neighbourhood plan (Chris)  
5. Actions arising and next meeting (Steve)**Major Points of Discussion**

Item	Description	Action
<b>1. <u>Actions from last meeting</u></b>		
1.4	Chris to circulate current land use map available from the Parish Council. <b>Closed.</b> We now have premium access to all maps.	
11.6	Steve has produced a draft plan showing the major tasks required to complete the Neighbourhood Plan. <b>On hold.</b> Until funding for 2024/25 is agreed.	SR / CM 11.6
15.4	Chris to circulate the criteria for pre-filtering the 'Call for Sites' proposals from landowners. <b>Ongoing.</b> Filtering criteria and 8 sites proposals collated in an evaluation spreadsheet. Initial review suggests 3 suitable and 3 potential sites for development. Chris to circulate the spreadsheet to the group for further review.	CM15.4
15.5	Chris to follow-up with Ron and Evelyn Kirkby who have kindly offered to provide their knowledge on the history and old pictures of the area. <b>Closed.</b> Chris met with Ron & Evelyn.	
15.7	Chris to review the Central Lincolnshire Local Plan for any relevant information on renewable energy policies. <b>Ongoing.</b>	CM 15.7
17.1	Two or more members of the steering group will meet with landowners who responded to the 'call for sites' to clarify the details and provide more information on the types and character of the developments proposed. <b>Ongoing.</b>	CM / All 17.1
17.2	Chris and Janet to pre-evaluate the proposed sites against locality criteria. <b>Closed.</b>	
17.3	A meeting with Pheobe Godfrey to understand her wishes for the play area land in Searby is to be arranged. Mark to organise, if possible, Mark, Tim & Chris to attend. <b>Ongoing.</b>	MP 17.3
17.4 & 17.5	The group are requested to provide comments to Chris on the design guide document by 20 <sup>th</sup> May. <b>Closed.</b>	
17.6	Draft Neighbourhood Plan document to circulated for comment. <b>Closed.</b>	
17.7 & 18.2	Mike and Steve to draft a flyer for the next public meeting and circulate to the group for discussion. Funding for the flyer to be discussed with the Grasby Parish Council. <b>Closed.</b> Flyer produced, agreed and printed. Printing costs to be met by the parish council.	
17.8	Copies of the Design Guidelines and Housing Needs Assessment will be needed for the public meeting. Rob to obtain quotes for printing. <b>Post Meeting Note:</b> Quote received and agreed, 4 bound copies of the design guide and 2 of the HNA to be printed for use at the public meeting. <b>Closed.</b>	
18.0	Applications for government funding for 2024/5 is now open. We will review our progress around 16 <sup>th</sup> of June with the aim of making another grant application before 4 <sup>th</sup> July. Janet & Chris to progress. <b>Ongoing.</b>	CM / JB 18.0
18.1	Chris to edit the aerial video footage kindly provided by Alex Hilton for use at the next public meeting. <b>Ongoing</b>	CM18.1

**Action**

- 18.3 Artwork for public meeting flyer to be sent to Chris who will create a poster for the village notice boards. **Closed.**
- 18.4 Refreshments for the public meeting, e.g. wine, food, tea & coffee will be arranged by Julie & Janet. Note: funds previously allocated to cover these costs. **Ongoing.** JT / JB 18.4
- 18.5 Displays for the public meeting of current & historical photos need to be produced. All to provide any pictures for inclusion to Chris in electronic format as soon as possible. Janet will arrange any printing of pictures. **Ongoing.** All / JB 18.5
- 18.6 Chris will work with Steve to set-up the technical arrangement for the public meeting and test the display of video and pictures. Janet is able to provide two televisions for the display. **Ongoing.** CM / SR 18.6

**2. Progress since last meeting**

- 2.1 **AECOM Housing Needs Assessment and Design Guide update:** Both documents have been finalised and approved by the group. The final complete documents are to be placed on the Grasby Parish Council website. SR 19.1
- 2.2 **Neighbourhood Plan document update:** Helen Metcalf is requesting all the maps to be included in the document. Chris to arrange. The next meeting with Helen is on 12<sup>th</sup> June. CM 19.2

**3. Community engagement**

- 3.1 **Next public meeting:** The date for the meeting is set for 26<sup>th</sup> June at the Village Hall, 19:00 to 21:00. The HNA and Design Guidelines are complete ready for public consultation. We will present the Neighbourhood Plan in whatever draft state is available at the time.

**4. Next Steps for neighbourhood plan**

- 4.1 Announcement of the public meeting has been made on social media and local notice boards. The publication flyers are to be distributed to all households in the two parishes as soon as possible. Chris, Tim and Steve to organise. CM / TP / SR 19.3
- 4.2 Chris will arrange for AECOM to provide an independent assessment of the sites proposed from the 'call for sites' exercise conducted in April / May. Note: the costs are covered by central government funding. CM 19.4

**5. Actions arising and next meeting**

The actions of this meeting were agreed by all those involved.

The next steering group meeting is to be held at 19:00 in the back room of the Village Hall on Wednesday, 19<sup>th</sup> June. This will focus primarily on the readiness of the arrangement for the public meeting on the 26<sup>th</sup> June. Note: there is an open mic / pop-up pub expected at the hall on the same evening.