

**Grasby Neighbourhood Plan Steering Group**

**Meeting Number:** 18

**Date:** 22<sup>nd</sup> May 2024

**Location:** Grasby Village Hall Meeting Room

**Time:** 19:00

**Attendees:** Chris Mead (Chairman)  
Janet Brown (Treasurer)  
Rob Bennett  
Mike Downing  
Tim Phipps  
Julie Turnbull

**Apologies:** Steve Riley (Secretary)  
Nick Harrison  
Bethany Johnson  
Cllr Peter Morris  
Cllr Tom Smith

- Agenda:**
1. Outstanding actions from previous meetings as per minutes of 8<sup>th</sup> May 2024 (Chris)
  2. Progress since last meeting (Chris)
  3. Community engagement (All)
  4. Next steps for neighbourhood plan (Chris)
  5. Any other business
  6. Actions arising and next meeting (Chris)

**Major Points of Discussion**

Item	Description	Action
1.	<b><u>Outstanding actions from previous meetings</u></b>	
1.4	Access to OS Data has been obtained with the help if Charlotte. Currently investigating options available. <b>On going.</b>	CM/SR 1.4
11.6	Steve has produced a draft plan showing the major tasks required to complete the Neighbourhood Plan. <b>On hold.</b> Until funding arrangements for 2024/25 are clarified.	SR / CM 11.6
12.2	<b>Closed.</b> Comments on both the HNA and the Design Guide have been fed back to AECOM and applied to both documents following several email exchanges. These are both now in the process of being approved by Locality. This will take a few weeks.	
15.4	Chris showed the criteria for pre-filtering the 'Call for Sites' proposals from landowners as set out by Locality. These have been added to an Excel file where details of all the responses from the Call for Sites can be evaluated together. <b>Ongoing.</b>	All/CM 15.4
15.5	Chris has contacted Ron and Evelyn Kirkby who have kindly offered to provide their knowledge on the history and old pictures of the area. The meeting will take place on 28 <sup>th</sup> May. <b>Ongoing.</b>	CM 15.5
15.7	Chris to review the Central Lincolnshire Local Plan for any relevant information on renewable energy policies. <b>Ongoing.</b> See item 4.2.	CM 15.7
16.1	Final call for comments on the draft Housing Needs Assessment by Monday 13 <sup>th</sup> May. <b>Closed.</b> Comments sent to AECOM by Chris. See 12.2 above.	
17.1	Chris to invite the landowners to a GSONP steering group meeting after the 15 <sup>th</sup> May (the final date for submissions) and once the group have	CM/All 17.1

evaluated and discussed the proposals. **Ongoing**. See 15.4 above. It was agreed that meetings with landowners to understand their proposals will be held individually with 2 or more members of the Steering Group.

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| 17.2 | Pre evaluation of sites using the Locality criteria will be done by Chris & Janet with assistance from Rob if needed. Chris to fill in Excel as far as possible and then circulate for completion. <b>Ongoing</b> .              | CM/RB/JB<br>17.2 |
| 17.3 | A meeting with Pheobe Godfrey, to understand her wishes for the play area land in Searby, has not yet been arranged. Mark will continue to try and get this set up. If possible, Mark, Tim & Chris will attend. <b>Ongoing</b> . | MP/TP/CM<br>17.3 |
| 17.4 | Circulate the AECOM Design Guide to the group for comments by 20 <sup>th</sup> May. <b>Closed</b> .  |                  |
| 17.5 | Collate comments on AECOM Design Guide and submit to AECOM by 20 <sup>th</sup> May. <b>Closed</b> .  |                  |
| 17.6 | Circulate Neighbourhood Plan document update from Helen Metcalfe to Steering Group. <b>Closed</b> .  |                  |

**2. Progress since last meeting**

The Chairman reported the following progress since the last meeting on 8th May 2024:

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| 2.1 | <ul style="list-style-type: none"> <li>• AECOM – both documents have been revised to include our comments and are awaiting approval by Locality. Comments on the HNA were circulated by email to the Steering Group. Comments on the design Guide were minor, including some image changes to local examples. Additional input on the importance of also considering the impact of noise, odour and light pollution on the character of the area were added. Chris is awaiting an update from AECOM in due course.</li> </ul>  | CM 17.7                |
| 2.2 | <ul style="list-style-type: none"> <li>• Call for Sites – 5 approaches have been received to date covering 6 sites. These will be added to the site assessment spreadsheet for initial evaluation. See 17.2 above.</li> </ul>  | CM/RB/JB<br>17.2       |
| 2.3 | <ul style="list-style-type: none"> <li>• Consultant – an update call between Helen Metcalfe and the Chairman took place on 16 May. Helen provided notes (attached) including tasks and probable timescales based on her current workload, including 9 Neighbourhood Plans and an unexpected call as an expert witness, and a major medical procedure later in the summer. Chris outlined that the approach remains the group will progress as much of the non-technical work as possible, including the formatting of the Neighbourhood Plan document to align with the Design Guide format. This will allow Helen to use her available time on policies and other technical aspects. The subject of broadband and mobile coverage/performance is often discussed, but we did not ask about this in our survey. If the plan is to address this issue we need to know more about the concerns. It will be raised at the public meeting for discussion and mentioned on the leaflet to encourage responses.</li> </ul> | HM 17.8<br><br>CM 17.9 |

- 2.4
- Finance – at the time of the meeting there was no update on the grant programme for 2024/25. Helen confirmed on 23<sup>rd</sup> May that grants can now be applied for. Chris circulated the details to the group. 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 if possible. Janet & Chris to do this. JB/CM 18.0
- 2.5
- Aerial video/photos – 360 footage has kindly been taken by Alex Hilton from his paraglider of the route of the Viking Way through the NA and along the combined parish boundary. Chris will edit this so it can be shown at the public meeting. CM 18.1

### 3. **Community engagement**

#### 3.1 Public Meeting

Wednesday 26<sup>th</sup> June 7-9pm Grasby Village Hall

Hall has been booked by Steve

Leaflet to publicise the event to be drafted by Mike & Steve including a mention of mobile/broadband issues, and a draft circulated ASAP. Printing will be arranged by Rob with funding from the Parish Council. The goal is to have the leaflet available at our next meeting so we can organise delivery to the residents. MD/SR 18.2

Artwork for leaflet to be sent to Chris who will create a poster for the village notice boards. CM 18.3

Refreshments – wine, some food, tea & coffee will be arranged by Julie & Janet. Funds exist to cover the costs. JT/JB 18.4

Displays – current & historical photos will be displayed at the meeting. These will need to be selected at our next group meeting. Janet will arrange any printing of pictures. All/JB 18.5

Tech – Chris will work with Steve to set up and test the tech needed to display video & pictures. Janet to see if she can provide any television(s). CM/SR 18.6

### 4. **Next steps**

The next steps can be summarised as:

- evaluate 'Call for Sites' responses and contact landowners to clarify proposals;
- prepare leaflet & poster to publicise the public meeting;
- prepare displays for the public meeting;
- continue to work with Helen to draft sections of the Plan.

### 5. **Any other business**

5.1 None

### 6. **Next meeting**

It was agreed that the next Neighbourhood Plan Steering Group meet will be on

- **Wednesday 5<sup>th</sup> June 2024 at 7pm** in Grasby Village Hall