

**Grasby, Searby cum Owmbly Neighbourhood Plan Steering Group****Meeting Number:** 23**Date:** 21<sup>st</sup> August 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  
Bethany Johnson  
Nick Harrison  
Julie Turnbull  
Mark Palmer  
Mike Downing**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>		
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 2024/5 is agreed with Locality.	SR / CM 11.6
17.1, 17.3 & 20.3	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> . See 3.1.	All 17.1, 17.3 & 20.3
19.2	Helen Metcalf is requesting all the maps we wish to include in the Neighbourhood Plan document. Chris to arrange. <b>Ongoing</b> . See 2.2.	CM 19.2
21.2	An indicative layout of the proposed development for the field between Clixby and Bentley Lanes (owned by the David and Judith Frankish) was recommended. Chris will progress. <b>Ongoing</b> .	CM 21.2
21.3	A statement on the flora and fauna in the parishes was recommended. Chris to seek an example from Helen. An example has been received from Helen Metcalf. <b>Closed</b> .	
21.4	Mark has contacted Hannah Dale who is happy to contribute to the flora and fauna section of the plan. Mark to progress. <b>Ongoing</b> . Note: Paul Vessey produced information on this topic for the Millenium project and Ivor Barton has a tick list of flora and fauna, both may be of use in completing this section of the Neighbourhood Plan.	MP 21.4
21.5	The current steering group consultation statement on the parish council website requires an update. Chris will progress. <b>Ongoing</b> .	CM 21.5
21.6 & 22.3	Tim and Chris will attempt to contact Pheobe Godfrey. Should it prove difficult to arrange a meeting in the short term, Pheobe is expected to attend the next Searby cum Owmbly parish meeting in September where the matter can be progressed. <b>Ongoing</b> .	CM / TP 21.6
21.8, 22.1 & 22.9	Chris will send an email to the Bushby, Vessey, Hartley, Knapton and Saharan families on the progress made following the 'call for sites' in May, including the documentation on the proposed site evaluation criteria. <b>Closed</b> .	
22.2	Janet will follow-up with the Vessey family to arrange a meeting date. The evenings of the 27, 28 an 29 <sup>th</sup> August are available. Janet to progress. <b>Ongoing</b> .	JB 22.2
22.4	A meeting with AECOM to clarify our request for assistance with the independent assessment of sites has been set for Tuesday 13 <sup>th</sup> August 10:15-11:15 via Teams. Chris and Steve attended. A submission for assistance was made on the 16 <sup>th</sup> August and a response is expected in 2 to 4 weeks. Note: This can be progressed separately from the request for funding from Locality. <b>Closed</b> .	

**Action**

- 22.5 Details of ownership and maintenance of green spaces need to be gathered along with a photo of each site. Chris will prepare a list of the sites and share it on OneDrive with Rob and Janet. **Closed.**
- 22.6 Rob to identify ownership and maintenance details of Grasby green spaces. Some details found but further investigation needed. **Ongoing.**
- 22.7 Janet to identify ownership and maintenance details of Searby cum Owmbly green spaces. Janet to speak with David Lyle. **Ongoing.**
- 22.8 A site meeting has been set up for 12<sup>th</sup> September at 10:00 in the Village Hall. Helen will attend to give a progress update. Invite to be sent out to Steering Group members and Nev Brown from WLDC. Unfortunately, Nev cannot attend. **Closed.**

RB 22.6

JB 22.7

**2. Progress since last meeting**

- 2.1 **Grant Aid:** An online application to Locality for £9,993 funding has been made by the steering group. No further information received, however a decision is expected by the end of the month.
- 2.2 **Map updates:** Chris has updated the parish maps with community features, i.e. the location of communal benches, defibrillators and notice boards. The locations of significant views have also been added. Work continues on the maps to add tree preservation orders (TPOs), the National Cycle route and the village limits.
- 2.3 **Neighbourhood Plan status:** A draft of approximately 60% of the Neighbourhood Plan has been received from Helen Metcalf. Chris will circulate this draft to steering group members for review and comment. Members are requested to bring their comments on the draft document to the next steering group meeting.

CM 23.1

All 23.2

Helen is unable to continue work until further funding is in place. It is anticipated that members of the steering group will be required to complete the Neighbourhood Plan to the standard envisaged by the group. Once a complete draft is available, the consultant's main aim will be to progress the plan through the formal governmental approval process.

**3. Community engagement**

- 3.1 **Meetings with landowners:** Work continues to arrange meetings to provide more information on the proposed developments and their relation to the published development evaluation criteria.

**4. Next Steps for neighbourhood plan**

- 4.1 A meeting is to be held with Helen Metcalf at the village hall at 10 to 12 am on Thursday, 12<sup>th</sup> September. Chris to liaise with Helen to produce an agenda for the meeting.
- 4.2 Work to complete the parish maps to be continued.
- 4.3 Meetings with landowners regarding 'call for sites' proposals to be arranged and held.

CM 23.3

**5. Actions arising and next meeting**

- 5.1 Rob noted that there are many redundant farm buildings in the parishes which provide the potential for conversion to residential properties (e.g. Class Q developments). It was recommended that a policy regarding such conversions should be included in the Neighbourhood Plan. Note: it is understood that conversions of farm buildings to residential properties will count towards the building targets set by local government. Rob to provide a list of such buildings and circulate.

RB 23.4

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 Village Hall on Wednesday, 4<sup>th</sup> September.