

## East Leake Neighbourhood Project Team

### Minutes of Meeting held on Thursday 5<sup>th</sup> March, 7pm Parish Council Offices

Present: John Dickens, Gary Grayston, Julie Love, Phil Marshall, Cllr Conrad Oatey, Cllr Carys Thomas, Cllr John Thurman,

Apologies: Lesley Bancroft, David Berryman, Neil Bettinson, Jenny Kirkwood, Gemma Rhodes, Chris Saffell, Mark Wall, Cllr Pete Warren

1. Minutes of the meeting of 5 February  
These were accepted as a true record.
2. Matters arising/actions from the previous meeting, not otherwise on the agenda:
  - a. It was noted that the letter template bearing the Parish Council crest had been approved by the Management Committee and circulated to group members for use.
  - b. PM had sent CT a List of contacts from database, which she would forward to the group. *[N.B. Done after the meeting]*
  - c. Newsletter article for Sutton Bonnington – action carried forward **(CO)**
  - d. No news as yet about the funding application made to the Department of Communities and Local Government, but receipt has been acknowledged **(PM)**
  - e. No news as yet re request to County Councillor for a grant. **(LB)**
  - f. Follow up how S106 money has been spent – delay due to staff absence at RBC. Action carried forward. **(PM)**
  - g. Possible meetings between the group and developers between outline and full planning permission stages – action to consult Planning Committee c/f. **(LB/JT)**
3. Meeting Reports etc
  - a. Follow up the request to meet with West Leake and Stanford Parish Councils – action c/f. **(LB)**
  - b. The group was not sure if Normanton Parish Council had been contacted. **(LB)**
  - c. GG gave further details of the Community Plan Group's drop-in day on 23 March. He would ask the group when the questionnaire results could be circulated to NP Project Team members. **(GG)**
  - d. Meeting with Stanford Hall developers – action c/f **(LB)**
  - e. Meeting with British Gypsum – action c/f **(LB)**
  - f. CO and CT reported that they would be attending a CABE workshop with other NP groups in London, for which CABE were paying expenses. They were also to be interviewed by a researcher for a case study.
4. Draft vision public consultation  
CT tabled copies of the printed version of the vision and reported that copies were currently being distributed to residents and business premises with the Parish Council newsletter. The flyer requested feedback and two responses had been received to date to be considered by the relevant sub projects. One suggested new vehicle routes avoiding the village centre and **LB** would contact the respondent on behalf of the Village Centre sub project. The other suggested adding sustainability in terms of energy use, and public transport/the airport for consideration by the transport and other sub projects. **CO** would contact the latter to see if he wished to be involved in a sub-project team.  
  
GG took a pile of leaflets to take to the next traders' association breakfast.  
  
Piles of leaflets to be placed in shops/facilities/schools **(CT)**; churches **(CO)**; major employers **(CT)**; smaller employers/businesses **(JL)**.

The draft press release circulated by CT was discussed. It was agreed to add further details of membership of the project team and recirculate. The press release would then be sent to the Echo, Evening Post, BBC, Village News etc, the Parish Council and village websites etc. **(CT)**  
PM would send it to the media dept at RBC and NCC. **(PM)**

5. Progress reports from Sub Projects.

- a. Consultation and Communication. See above. PM advised assembling the Statement of Consultation as we go along. CT is recording everything in the minutes. All should produce reports of any consultation activities/responses etc. **(CT/all)**
- b. Business/Employment. **JL** was contacting various businesses and employers to ask for their views and needs.
- c. History. **MW** had agreed to take on leadership of this sub-project. Actions to set up meetings with local history society and farmers/landowners were c/f. **(CO/JL)**
- d. Green areas and rural “feel”. **CO** reported that he had written to arrange a meeting with the Notts Wildlife Trust. R Jenks was producing a map of landowners/farmer. **JL** reported that a similar exercise had been done recently by the drainage board and she would forward the contact details to **CO**.
- e. Village Centre. **LB** to lead on this.
- f. Transport. **CS and PW** would be producing draft policies for the next meeting.
- g. Infrastructure. **JD** reported that he had started reading. Some of the links on the [RBC evidence review](#) were not working, and **PM** offered to check these and supply missing links. **CT** would ensure that **JD** had a copy of the Parish Council’s submission re S106 funding for the Lantern Lane development.
- h. Housing. **CT** had interviewed both village estate agents and circulated the reports prior to the meeting. These were discussed. It was thought that grants for Rushcliffe Estate were only available from energy providers – no-one knew of other schemes. The requirement for homes for older residents near the village centre was noted, along with a possible conflict about noise etc if the centre grew livelier e.g. in the evenings.

PM advised that the “affordable” definition that **CT** had circulated came from the National Guidelines. He also reported that current best practice on affordable homes within developments was to have them in small groups of 6-8 homes. RBC policy was for 20%-40% of the affordable allocation to be “intermediate housing”. It was possible in the S106 agreement to set up shared ownership on certain properties to be safeguarded in perpetuity – **PM** to investigate further. First loan/first buy schemes were currently available from the government in addition to the “affordable” housing types.

PM had initiated contacts for **CT** with various groups and agencies by email, and **CT** would follow these up.

6. Business Cards

It was noted that the group was ordering business cards for group members to use when meeting with various stakeholders. These would have the NP contact details, blank on the back to write our own details if needed.

7. AOB

- a. **PM** reported current funding initiatives and support arrangements from the government to facilitate neighbourhood planning and would continue to keep an eye on this and report back.

- b. PM had circulated the link from a recent training event he had attended. Although focussed on the role of the planning authority it contained a useful checklist for the NP process. See <http://www.pas.gov.uk/pas/core/page.do?pagelId=3163383>
  - c. The Keyworth group is attended by an officer of the Department of Communities and Local Government, and **PM** would try to set up a meeting with him for the East Leake group.
8. Date of Next meeting: **Tuesday 2<sup>th</sup> April, 7pm at the Parish Office** – NB this is the day after Easter Monday, but it was decided to go ahead with a meeting anyway rather than try to arrange another time or delay a month.

CT, 12-Mar-13