

Scopwick and Kirkby Green Neighbourhood Planning Group Minutes of the Meeting held on 17<sup>th</sup> December 2020 on-line via Skype

Attendees:

Peter Reeds(PR), John Woodward(JW), Owen Davies (OD),David Nelson (DN) and Charles Kerrigan (CK).

1. The meeting was opened with the Chairman and members attending via Skype from home addresses. PR welcomed all to the meeting.
2. Apologies for absence – None.
3. Declarations of Interest – None were received.
4. Minutes of the last meeting – Minutes of the meetings held on 30<sup>th</sup> November 2020 were agreed.
5. Action Items from the meeting held on 30<sup>th</sup> November 2020 were as follows:
  - The Group agreed that further discussion with the site owner of SC9 and SC11 regarding determining the sites' boundaries was not required.
  - OD had identified green gaps/spaces with supporting images and distributed them to HM and the Group.
  - OD had obtained an FOC insert to the Lime Springs circular highlighting the pending Parish consultation.
6. Draft Neighbourhood Plan v1 from Helen Metcalfe(HM) The Group were briefed on the earlier meeting with HM reviewing the draft NP v1 as follows :
  - Rental Properties List; HM agreed to use the rental stock numbers from the last census.
  - Digital Maps; The issue of obtaining suitable digital maps of the parish areas had still to be resolved. DN agreed to research the access to the OS digital system to generate suitable images for the NP.
  - HM requested that all of the Group's observations on the draft NP be consolidated and sent to her via CK.
  - PR noted that there were some gaps in the draft NP that HM needed the Group's assistance with background information i.e. the public transport service to and from the Parish.
  - HM had asked for a list of future projects that could be included within the NP. The Group thought that there were three projects that could be considered;
    - a. Cycle/pedestrian path to Metheringham.
    - b. Kirkby Green foot path regeneration.
    - c. Beck walkway.

Action items;

- DN was to research the access to the OS digital system to generate suitable images for the draft NP.
- All of the Group were to review the draft NP and submit their observations to CK for consolidation.

7. Addendum to AECOM Site Assessment Report This addendum was to show the amendment to site SC18 from red to amber code. PR agreed to draft a suitable addendum to the AECOM Site Assessment Report.

Action items;

- PR was to draft a suitable addendum to the AECOM Site Assessment Report regarding site SC18.

8. Locally Listed Buildings PR thanked DN for his review of heritage listed sites within the Parish. The list had been provided to HM for inclusion within the draft NP.

9. Green site/gaps mapping and images The issue of available digital maps was discussed under item 6. OD had provided draft maps and images for inclusion to the draft NP. HM had asked for some of the images to be revisited and perhaps taken from a different angle. CK agreed to take some new images of the green site/gaps. To ensure that green site/gaps did not prevent or hinder development of site the term to be used in future was "view corridors".

Action item;

- CK was to take some images of the green view corridors and distribute to HM and the Group.

10. Walking cycling route to RAF Digby/Digby Village The Group agreed that a walking/cycling route to RAF Digby/Digby Village was not to be addressed within the NP.

11. List of Community Projects (appendix to NP) This item was discussed under item 6.

12. Preparation Community Consultation The Group discussed at great length the Parish consultation regarding site selections and possible development of each site. The Group felt that a scoring system could be used with additional open comments from the Parishioners as feedback to gauge the acceptance of the sites selected for development. The Group thought that a questionnaire dropped off to each household with an equivalent on-line input could achieve the feedback required. However, the Group were minded again to ensure any consultation was carried out in a Covid19 secure environment. To ensure consistency and security of the consultation the Group felt that all returns should be identified by individual names and address. The Group also thought all that digital and routine hard copy magazines should be also used to highlight the consultation. The Group felt that a 14 day consultation period should be sufficient and could start week beginning 25<sup>th</sup> January 2021 with returns required back by 8<sup>th</sup> February 2021. Drop off points for hard copy returns had yet to be finalised. PR agreed to draft up a covering letter and questionnaire for the consultation for the Group's consideration, and CK would research

the on-line Survey Monkey options.

Action items;

- PR was to draft up a covering letter and questionnaire for the consultation for the Group's consideration, and CK was to research the on-line Survey Monkey options.

13. Funding and Finance Update HM had submitted an up to date invoice to the Clerk who had paid the balance via BACS. The current balance regarding the funding/finance status was £1875.

14. Date of next meeting The next NPG working meeting was to be held at 1600hrs to 180hrs on Thursday 7<sup>th</sup> January 2021. The Chairman wished the entire Group a very Merry and safe Christmas and looked forward to completing the Plan in 2021.