

Neighbourhood Planning Group

<http://parishes.lincolnshire.gov.uk/ScopwickandKirkbyGreen/>

Minutes of the Neighbourhood Planning Group meeting No 4 20th August 2018, Village Hall, Scopwick

Opening

Committee Members Attending:

Cllr John Woodward,

District Cllr John Money, David Hyde, Heather Yazgi, Matthew Spry

Philip Baumber P.C Chairman (representative from the Parish Council)

Apologies:

Simon Atkinson, Charles Kerrigan, Peter Reed

1. The Draft Questionnaire

Questionnaire too long!

Need to include intro paragraphs for the questionnaire to explain the reason for the questions

Need to reduce the number of questions and add more multiple choice questions

Need to cover off the data protection act – use Leasingham reference

Examples circulated from previous “made” plans to demonstrate the simplicity of the questionnaires. Eg Bracebridge Heath only has 10 questions.

10 minutes target time to complete a questionnaire suggested

Need to include personal questionnaire 1 to 1 options

Arrange Hand delivery/collecting (include information on time and collection date)

Need to publicise the questionnaire well in advance before it is sent out for max effect.

2. Janet Clark (Community Lincs) contributed to the discussion:

1st steps are community engagement then consultation

Engagement is really important in the first instance.

Lack of awareness is a common feature at the outset of Neighbourhood Plans. Techniques to overcome this are:

Banners

Flyers

Web content

Facebook

Twitter

Press engagement

Just drip feed it so that we create awareness

Engagement and involving people is the key to getting the success right
Need to do the groundwork first
Janet has provided print outs of the frequently asked questions

Engagement strategy had been to include key stakeholders in the design of the questionnaire to arrive at a “What Matter Most”

- 1) Engage other village committees
- 2) Engage with public at Village Fete
- 3) Use feedback to create the questionnaire

Reality is that the community engagement is going to take longer as low numbers/negative feedback have been barriers to progress

A lot of people so far have assumed it is Neighbourhood Watch

Need to ensure that the Neighbourhood plan is aligned to the Local Plan policy

Agreed plan will be reviewed every 5 years – Parish Council are the qualifying body for the review process.

3. Community Consultation procedures as described in the link below:

<http://mycommunity.org.uk/wp-content/uploads/2016/08/My-Community-Roadmap-Worksheets-PR.pdf>

- 1) Early one – gathering information from people ie the vision and what need to be gathered for evidence based data
- 2) What are the key themes and trends
- 3) Build the proposed plan based on the evidence based data (catalogue of public consultations etc)
- 4) Statuary consultation period of the draft plan – eg Environment Agency/Waterboard etc
- 5) Feedback and amends
- 6) Consultation process by local authorities
- 7) Examination
- 8) Referendum in the community

4. Minutes of 23rd July agreed.

5. Funding Update supplied by John Woodward (separate document)

Next meeting TBC

Agenda for the meeting will focus on clear communication plan with the village

Submitted by: Heather Yazgi

6th September 2018