

**Draft Minutes of  
BOTTESFORD PARISH NEIGHBOURHOOD PLAN  
STEERING GROUP MEETING**

**7.30 p.m. Wednesday 27<sup>th</sup> October 2015 – Old School**

Present:

**Steering Group Members**

Bob Bayman (BB) - Chair  
David Wright (DW) -Vice Chair  
Richard Simon (RS) - Clerk  
Jean Reavley (JR)  
Pru Chandler (PCh)  
Dermot Daly (DD)  
Colin Love  
Susan Love

**Helpers**

Bob Lockey (RL)  
Alan Gough (AG)  
Kathy Sparham  
Bob Sparham  
Cob George  
Peter Darlow

**1. Welcome and Introductions**

The Chair welcomed everyone to the meeting.

**2. Apologies for absence**

Neville Spick, Richard Coombs, Will Tobin, Heather Shephard, Annie Newman, Karen Gough, Anne Ablewhite

**3. To confirm and agree minutes of the meeting 22nd July 2015**

Agreed

**4. Matters arising and actions from those minutes**

None

**5. Consultants**

*a. Planning Consultant*

Rachel Armstrong said that MBC could carry out the Planning Consultant role. An external appointment would only be necessary if there were radical differences between the Local Plan for Bottesford Parish and our Neighbourhood Plan, a situation we were trying to avoid. However some funds needed to be earmarked for this in case it was necessary to employ an external Planning Consultant. Rachel Armstrong thought the questionnaire was well worded and with good content.

*b. Sensitivity Assessment*

Regarding the Sensitivity Assessment it was thought that this was in error and in fact related to the Sustainability Assessment. MBC will cover this element for the Neighbourhood Plan.

*c. Meeting with Rachel Armstrong and James Beverley (MBC)*

At the meeting with Rachel Armstrong and James Beverley, BB, DW and RS updated the new

MBC planners on the position of the Neighbourhood Plan and RA and JB informed the group of the situation regarding the Local Plan and the SHLAA sites. In order to progress we need to have the MBC attenuated list of SHLAA sites identifying which sites cannot proceed. PCh stated there was a meeting at MBC on the following Tuesday and hoped that Bottesford was on the list to be discussed.

At that meeting it was confirmed that James Beverley would be the Neighbourhood Plan contact at MBC.

## **6. Parish Council update, Budget Report and Grant Application**

It was confirmed that there was a £10K budget for Neighbourhood Plan activities in the current year.

The Parish Council was updated about the previous Steering Group meeting, the additional proposed Daybell Barns development and the Residents Questionnaire. The quality of both the Daybell Barns presentation and the scheme for north of the railway line were mentioned.

## **7. 2015/2016 Plan**

The Residents Questionnaire is 99% complete but delays have been incurred due to a rethink of the content. It was felt that the questionnaire needed something extra to the questions posed in the Public Engagement Meeting and that we ought to add in the SHLAA sites to get Parish comment on these options.

It was seen that there would be difficulty getting all the information we had received during the NP process across to the parish so it was decided to include a map of the MBC approved SHLAA sites i.e. those that hadn't been rejected on MBC's criteria. This was in order that residents could then comment on the sites at a meeting to be held in December. There would also be some rationalization of parts 3 and 4 of the questionnaire to both reduce its size and make it more pertinent to the planning and development issues. It was however noted that the list of approved sites would not be agreed in time for inclusion in the questionnaire.

For those that had not seen the questionnaire the Chair read out the head letter and parts 1 and 2.

Regarding the Industrial areas, PCh pointed out that, whereas most industrial concerns wanted to buy their premises, the Norris' sites on Orston Lane were rent only.

The Chair went on to set out the timetable for the questionnaire

Complete text for review by 'friends', Steering Group and Parish Council - 9<sup>th</sup> November  
To Printer 10<sup>th</sup> November and returned by 13<sup>th</sup> November,

Deliver by 15<sup>th</sup> November

Consultancy period up to 30<sup>th</sup> November.

10 days for assessment of returns

Public Meeting 15<sup>th</sup> December (**Note that this is now 12th December in the Old School**)

There would be a separate section for the residents to keep, notifying them of the meeting and RCC would be asked to assist.

## **8. Planning**

### *a. Flood Drawing update*

Kathy Sparham had a film of the 2001 flood and pictures of the flooding behind Bowbridge Gardens and would supply copies as previous copies could not be viewed (- now received.)

### *b. Housing Need Survey*

If the final version had not been received in time for these minutes to be distributed the draft copy would be shared with the Steering Group members. To complete the survey Housing Register information is awaited from MBC. It is anticipated that the affordable

requirement may increase when this information is taken into account.

DW gave an overview of the results so far there is a strong steer towards 2-3 bed homes with the affordable mainly 1-2 bed accommodation.

Interim results are to be circulated on the clear understanding that they may not be the final figures. RL asked how the information is to be fed back, Midland Rural Housing to be asked what further they do with the information and RS to do a brief overview of the results for the website and Village Voice.

### **9. Preparation for bringing together a Draft Plan**

A start should be made on the final plan with the Vision and the main body, it was suggested that we could use the outlines and content from other plans such as Uppingham. Advice needed on the wording to ensure it was sufficiently strong and clear. Nothing to move forward before the December Public meeting

### **10. Next month's requests of PC**

The Parish Council would be asked to review and approve the Residents Questionnaire.

### **11. Any other business**

AG requested a Questionnaire delivery schedule from RS in order to count out the relevant batches.

CL mentioned that SL, RS and CL went to the recent MBC Reference Group where the task was to consider a fictitious development in a village and use the relevant section of the Local Plan criteria to test their effectiveness. The criteria used and the comments made by the groups showed that their thoughts were in line with our criteria. CL also obtained a copy of the recorded answers given by each table at the event. CL asked PCh if these comments were taken on board and PCh confirmed that this was so.

PCh stated that Melton have problems funding the ring road from within the available developments.

CL asked that James Beverley be specially thanked for his quick response to our questions.

### **12. Agenda items and date of next Steering Meeting – Thursday 25<sup>th</sup> November**

None

### **Confirmed dates for 2015 -2016**

All at 7.30 in the Old School

Please put the 2016 dates in your diary.

Wednesday 25<sup>th</sup> November

Thursday 17<sup>th</sup> December

Wednesday 20<sup>th</sup> January 2016

Thursday 25<sup>th</sup> February

Tuesday 22<sup>nd</sup> March

Wednesday 20<sup>th</sup> April

Tuesday 24<sup>th</sup> May

Thursday 25<sup>th</sup> June

Wednesday 20<sup>th</sup> July

**Circulation list:-**

Bob Bayman, David Wright, Richard Simon, Colin Love, Susan Love, Pru Chandler, Peter Darlow, Collette McCormack, Cob George, Anne Ablewhite, John Tobin (for Will Tobin), Alan and Karen Gough, Richard Coombs, Bob Lockey, Chris Greasley, Mark Taylor, Mark Longden, Alan Summers, Sharon Roscoe, Jean Reavley, Annie Newman, Dermot Daly, John Preston, Luke Fleming, Carl and Karen Afonso, Bud Hart, Connor Bufton, David and Joyce Slater, Emma Murphy, Heather Shephard, Lynn Busby, Maria Pride, Ray Flanders, Sallyann Watson, Peter Sheardown, James Goodson, Mike Roberts, Nicola Young, Andy Norris, Neville Spick, Barry Priestley, Neil Fortey, Don Pritchett, Leigh Donger, Alistair Raper, Anne Daly, Heather Stokes, Mr and Mrs K Palmer, Alison Reynolds, Sharon Pyke, Susan Meech, Val Lever, Tom Parry, Allan Mulcahy, Bob Sparham, James Beverley