

Wing Neighbourhood Steering Group Meeting

Wing Village Hall

Wednesday 15th May 2019, 7.30

Chair Nicky Lyttelton (NL)

Vice Chair Joanne Beaver (JAB)

Secretary Jonathan Beaver (JOB)

Minutes Secretary Rose Dejardin (RDJ)

In Attendance: Helen Cullen (HC), Robin Cullen (RC), John Dejardin (JDJ), Jon Roberts (JR), David Seviour (DS), Ken Siddle (KS), Richard Tulloch (RT).

1. **Apologies:** Wendy Dalton (WD), Rhiannon Jones (RJ), Mick Rodgers (MR), Jacqueline Straubinger (JS),

2. **Minutes** of meeting on Wednesday 20th March 2019

DS pointed out the need for some slight alterations in the account of his presentation at this meeting

ACTION: DS and NL to amend minutes for reissue

3. Comments on Landscape Characterisation Report:

JDJ reported that he had not added to the first draft of the above report following it's issue, and that he was surprised that he had not received any comments subsequently. JB stated that the report says what needs to be said and it was agreed by the group that the report raises big issues which need to be discussed and agreed by the group before taking them through to policies. Some members of the group pointed out they had not seen the report.

ACTION: JDJ will send the report, as a pdf, to NL who will circulate it to the Group and invite comments.

4. Business and Infrastructure Group:

It had been decided that this Group would be formed by JB and NL, with input from RT. JB referenced her handout listing the information the Group would be gathering and went on to describe the methodology she and NL would use to gather relevant data.

In order to comply with required 'Access and Opportunity' all local businesses/third party stakeholders (landowners) would be issued with reports compiled by the Steering group to date prior to being interviewed. It was agreed it would be useful for the Group as a whole to have view of the list of questions to be put to the interviewees.

ACTION: JB and NL to update and circulate list of questions

There was some discussion as to who would be included in the survey. NL pointed out that self-employed businesses filled in the Questionnaire and would not be approached again.

Those business operating in the area, but based elsewhere (e.g. Spire Homes), would also be included since they have an economic implication within the Parish.

It was reported to the meeting that, during her survey work for the Environmental Group, WD had discovered the existence within Anglian Water of an 'Environmental Champions' and it was agreed that it was important to contact this person.

ACTION: WD to follow up on making contact with the relevant personnel within Anglian Water and possibly Severn Trent. JDJ to accompany JB and NL (and possibly WD) to

meetings with these contacts.

NL and JB are also researching how others are solving transport issues, since it is not within the interest of bus companies to assist, in order to discover best practice elsewhere. Finally JB stated that although she and NL were happy to continue with this research, they would be happy for any other members of the Steering Group to join them.

5. Wing Design Guide:

DS defined the sources of input required to inform the compilation of the Design Guide as being the Questionnaire, The Listed Buildings Directory, The Non-Listed Buildings Directory (two thirds complete, DS inputting photographs as final step), The Landscape Character Assessment and The Housing Policy Paper. It will require a number of working sessions based on the information from these sources to create a draft Design Guide, which will be submitted to the Steering Group for further discussion and amendment to result in the Wing Design Guide. Two working group days were decided on for the Environment and Housing Groups, these being the 18th June and the 16th July.

ACTION: members of the Housing and Environment Groups to meet on these working group days for initial discussions on the Design Guide.

There was further discussion on the difficulties of language used to describe non-listed buildings.

The question arose as to at what point could the emerging Local Plan be referenced. JDJ stated it was legitimate to point out to the Local Authority the conflict with the emerging Neighbourhood Plan, the difficulty being that there was no liaison officer within the RCC and nothing on their web-site to refer.

6. Next Steps and Draft Plan:

There followed a discussion as to how the policies should be written up, and whether a consultant should be employed to handle this. NL referenced an email from Richard Ransome, that she had circulated to the Group, which suggested 2 possible consultants, and DS can supply 3 or 4 more who could be approached to get an idea of cost.

ACTION: NL to gather this information, with input from DS.

NL questioned the need for application for a grant to finance this step. HC pointed out there were two remaining attempts possible, having already claimed one of the three possible. £6,000 of our possible £9,000 remaining. There was some worry as to whether or not the government department was in a position to process grant applications owing to staff shortages.

ACTION: DS to chase up grant processing situation

It was agreed it was crucial to keep on track with showing our method of evident based decision making throughout the NP process. We should be able to provide information showing detailed planning statements and all steps of the process (using Langhams Consultation Document as reference. NL already working on this.

ACTION: NL to continue working on this

7. Finance:

HC confirmed the first grant had been signed off and we are in line to apply for the second.

8. AOB:

None

9. Date of Next Meeting:

Wednesday 3rd July 2019 7.30 p.m. Wing Village Hall