

# KIRKBY MALZEARD, LAVERTON AND DALLOWGILL PARISH COUNCIL

## NEIGHBOURHOOD PLAN STEERING GROUP MEETING

### Minutes of the meeting held in the Methodist Chapel, Kirkby Malzeard on 21 June 2022.

Steering Group members present: Peter Saxon (Chair), Mrs Claire Walker (Vice-Chair), Mrs Fiona Robertshaw, Cllr Jane Aksut and Cllr Chris Floyd. Mr Howard Mountain (Secretary). No members of the public present.

The meeting commenced at 7.30pm.

#### **1. Revisions to Steering Group membership. Appointment of Chair and Vice-Chair.**

a) Following the Parish Council elections in May, the nominated Councillors to the Neighbourhood Plan committee are; Cllr Geoffrey Berry, Cllr Jane Aksut, Cllr Chris Floyd and Cllr Jonathon Heap. The Resident Committee members are Mrs Claire Walker, Mr Peter Saxon, Mrs Fiona Robertshaw and Mrs Anne Hancock.

b) Mr Peter Saxon was re-elected as Chair and Mrs Claire Walker was re-elected as Vice-Chair.

#### **2. Welcome. Apologies. Declarations of Interests.**

PS welcomed members to the meeting. Apologies were received from Mrs Anne Hancock, Cllr Jonathon Heap and Cllr Geoffrey Berry. There were no Declarations of Interests by Members.

#### **3. Approve minutes of meeting held on 29.03.2022**

The Minutes of the last Meeting were approved as an accurate account and were signed as such by the Chair.

#### **4. Action Points from previous meeting (where not dealt with elsewhere on Agenda)**

a) JA confirmed that there was currently a technical issue with the Google Forms pdf covering Community Facilities, but that once this had been resolved, this, together with the summaries of the comments, would be published on the website.

#### **5. Draft Plan.**

a) The committee considered the latest version of the Plan produced by Andrew Towleron Associates and agreed various amendments to the newly incorporated Schedule of 'Objectives', 'The Design Policy' and the section on Business and Local Employment entitled 'A Thriving Local Economy'.

Signed.....

Date.....

b) The Schedules of 'Local Green Spaces', 'Buildings of Local Heritage Interest', 'Community Facilities' and 'Specific Character Areas' were approved.

c) A discussion was held about whether any further Policies should be added at this point and advice will be sought from the Planning Consultant about a) the merits of considering a policy to control new properties from being used solely as a holiday let, b) the possibility of prioritising future development at the eastern end of Kirkby Malzeard village rather than at the western end due to traffic and sewer problems, c) the use of agricultural occupancy restrictions to justify the construction of housing in rural areas, d) the provision of pavements between new development and village centres where appropriate, e) whether it was possible to protect specific views for example North from Back Lane North in Kirkby Malzeard, and f) the updating of the Kirkby Malzeard Village Development Limit as part of this Plan rather than being a matter which the Parish Council is left to follow up. Some of these points had been first raised at the March meeting.

**Action: HM to forward amendments and discussion points to Andrew Towleron.**

## **6. Further Input and Consultation.**

It was agreed that once the matters in item 5 above have been looked into, arrangements will be made to meet Joe Varga at HBC in order to obtain some informal guidance on progressing the Draft Plan. It is envisaged that it will then be published in order to provide an opportunity for further input from residents and other interested parties before moving onto the formal Pre-Submission stage. It was also agreed that at the point of initial publication, local publicity will be required in order to ensure that the public is aware of the opportunity to comment, which CW will arrange.

## **7. Financial Matters.**

HM confirmed that a grant of £4016 (being the balance of the full £10,000 grant available for the project), had now been provided by Locality for 2022-23. There is uncertainty as to whether any further grant funding could be found and the Parish Council had been advised that if the Plan is not complete by the end of this financial year, as may be the case, some funding could be required from its budget.

## **8. Any other business**

As there are now only four Councillors on the Steering Group rather than five previously, and as there were problems for the Committee being quorate at the scheduled May meeting, the Parish Council will be asked to review the Terms of Reference with a view to amending section 6 so that only one Councillor need be present rather than two.

**Action: JA to ask the Clerk to include this on the next PC Agenda.**

Signed.....

Date.....

**9. Date of next meeting.**

To be confirmed.

Minutes were taken by HM. The meeting finished at 9.15 pm.

Neighbourhood Plan Contact details: For information on the Neighbourhood Plan please contact Howard Mountain on [kmldpc@btinternet.com](mailto:kmldpc@btinternet.com) Tel. 01765 689390.

Agendas, Minutes and other information available under the Parish Council pages of Kirkby Malzeard Area community website: [www.kirkbymalzeardarea.org.uk](http://www.kirkbymalzeardarea.org.uk)

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Dated 25.06.2022

Signed.....

Date.....