

ELKESLEY NEIGHBOURHOOD PLAN

STEERING GROUP

FIRST MEETING – 16th February 2012 –
TRAINING SESSION – Getting on Track - 10am – 3pm

Present: Mrs Douglas, Mr Douglas, Mr Askew, Mrs Millar, Dr Pell, Mrs Davies
Others Present: Natalie Cockrell (Policy Officers for Bassetlaw District Council) and
Helen Metcalf (Trainer from C.P.R.E & N.A.L.C)

Apologies: Mr N Oldbury and Mr B Woodcock

Helen Metcalf introduced herself and her role in supporting the Steering Group with this training session – Getting on Track. The rest of the members introduced themselves and gave some brief information on why they wanted to get involved with the Steering Group.

Recap: Where have we got to with the Neighbourhood Plan – Updates

- 28.2.2012 – Met with Richard Schofield Head of Policy and Natalie Cockrell Policy Officer from Bassetlaw District Council. To discuss Elkesley doing a N.P and possible issues to be covered by the N.P. Mr Schofield felt that the issues raised were acceptable and we could go ahead and apply to B.D.C
- 20.3.2012 – Elkesley Parish Council considered the information from the above meeting held 28.2.12 and it was resolved (minute No. 489/12) to apply to B.D.C to carry out a N.P.
- 6.4.2012 – Parish Council sent an Application to Designation the Area of Elkesley for a Neighbourhood Plan.
- 13.7.2012 – Confirmation from B.D.C of the formal application from Elkesley P.C and submitted a statutory six week public consultation 10th April – 1 June 2012 which was advertised in the Retford Times. Notices were also put in the Elkesley notice boards and parish magazine.
- 1 June 2012 – end of consultation period and no objections were received.
- Mrs Douglas arrange for fliers to be printed asking for volunteers to join the steering group and these were hand delivered to the residents in the parish.
- February 2012 – the Parish Council received confirmation of a grant of £9900 from Awards for All to carry out a N.P. Natalie reported that B.D.C will received £30k from the Government towards the plan and a further £7k will be paid directly to the Parish Council.

Developing the project plan – 8 step approach

Helen suggested that we use the 8 Steps to prepare a Neighbourhood Plan flow chart to help focus and complete our Project Brief which we can keep updating as a working document.

Look at the Core Strategy document and read B.D.C's objectives (page 15 &16)

As a starting point look at the Rural Service Centre policies the National Planning Policy Framework.

Identify the issues and the decide on a vision and objective statement and put this out for consultation.

Action: To look at other N.Ps on the website for ideas of wording and projects etc – Upper Eden, Tatten Hall and Thame.

Natalie had to leave the meeting at this point.

Sustainability – Look at what growth is required for sustainability – e.g. Keep the schools, pub, shops and church open. How many houses required – 11? What type of houses would help with sustainability?

Consultation Strategy – Look at how we can do our consultations – what events are happening? Use the school (children to design the N.P logo – raises awareness with parents), opening of new post office – coffee mornings – face to face consultations.
Set up a website just for the N.P consultations.

Skills Required – can we use people's skills to help with the N.P? Mrs Douglas is happy to put the policies together and Natalie said that B.D.C would be able to type them up for the group. Use B.D.C as much as possible and we have funds available to use outside help if required.

Budget -

Homework tasks/Action point –

Action: It was agreed to ask Natalie to arrange for someone who has put together a website for the N.P at Shireoaks if he is happy to do one for Elkesley as well. He will upload all the information on the consultations, twitter, face book etc. Wendy to contact Natalie.

Action: Arrange the next meeting to decide on Roles and Responsibilities – **Wendy to** email everyone for the next meeting and book the room again
Decide on vision and objectives

Action: Helen to meet with the group again on 28th March 2013 to go through what we have done so far.

The training session ended 2.45pm.