

# Coombe Bissett and Homington Neighbourhood Plan Steering Group Meeting

28<sup>th</sup> May 2020

By Zoom

Present: Steering group - Christine Cooper (CC), Steven Gledhill (SG), Pauline Cullis (PC), Alastair Lack (AL), David Parson (DP), Tim Mynott (TM). Amy Burnett (AB, DinT).

Apologies: Pippa Crosthwaite

Actions highlighted in **bold**.

## Grant funding

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An application by CC for grant funding for the period up to the end of March 2021 has been approved by Locality (£3,264, the final tranche in the current grant package).

## Survey

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The Parish Council (PC) approved in principle a survey and online community engagement process in July. Derrick Rattue (DR) will introduce the survey and the consultation (in the same way he would have done at the planned face-to-face consultation event). The link will be on the website, together with supporting information that would have been on display in March. The group agreed for the consultation to be held between 6<sup>th</sup> to 19<sup>th</sup> July. **All to agree on survey content. Updated link will be forwarded (if this changes).**

SG indicated the need to be transparent and ensure topic papers and other information will be available on the website. The group agreed to include the site assessment report online. AL suggested providing summary text on the website that explains each document. AB will prepare a pre-recorded informative video/s and signpost to further information. It was felt an explanation of the housing figure of 13-15 was important to stress to try to minimise confusion, and to note that that the maximum number of dwellings assessed in the AECOM site assessment report is not what is suggested for the parish. **AB to prepare a summary list of documents for AL to put onto the website. AB to finalise material and create pre-recorded Zoom presentations; AB to explore how to embed links to documents in a YouTube video to signpost people. DR to do an introductory presentation.**

CC will ask the landowners if they have any additional information on their sites that they wish to share with the community at this stage and confirm that their land is still available.

CC asked whether 2 or 4 weeks' notice to the public was sufficient, given that people may have more time on their hands with external events cancelled. Submissions for the June edition of the Express have now closed, however it is going out largely online with some limited printed copies. Other routes are posters, noticeboards and Facebook and the Website to cover online advertising and printed copies of the survey will be made available in the Village Stores. **CC to contact landowners, prepare a poster, provide text for the Facebook page and for the website and mark up boards. DP to put up posters and boards once ready.**

## Site assessment

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AECOM has now sent a final document of the site assessment report, which has addressed a minor error regarding the Bundy Field site outline being incorrect. **CC to sign off with AECOM on the Steering Group's behalf.**

## Local Green Spaces

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The group discussed processes for engaging landowners, whether public access is always necessary for designation and which sites are excluded from designation. AB shared a link to government guidance on LGS<sup>1</sup>. Additional information suggested that the Triangle in Homington and Hopkins Way cannot be designated as they adjoin the highway. The group felt more information was required regarding what the 'regulations' are concerning LGS. **CC to confirm with WC**

SG strongly advised that a letter should be sent to all landowners of identified potential LGS sites to ensure a transparent and consistent approach. **CC to write to landowners to inform them if their land has been identified during the CB&HNP process as a potential Local Green Space**, indicating that further feedback from the community will be sought to determine their suitability to be included in the Neighbourhood Plan. This would give landowners an opportunity to say if they do not want their land to be put forward. WC will have hopefully commented on what should happen in such situations by then as well as other rules concerning LGS allocations.

## Next meeting

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TBC to discuss results of the survey.

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<sup>1</sup> <https://www.gov.uk/guidance/open-space-sports-and-recreation-facilities-public-rights-of-way-and-local-green-space>