

ELKESLEY PARISH COUNCIL

Minutes of a meeting held in the Elkesley Memorial Hall
on Wednesday 24 July at 6pm

Present : Councillors J Skelton, L Ashley, J Gilson and J Wright (arrived 6.19pm).

Others : County Cllr Turner, District Cllr Adams, the Clerk.

2129/24) To receive and approve apologies and reasons for absence

Resolved. Apologies were received from Cllrs J O'Brien and M Stronach. Proposed by Cllr Gilson, seconded by Cllr Ashley and accepted. **Carried**

2130/24) To receive and record declaration of interests from Members in any item on the agenda

Cllr Wright declared an interest in grounds maintenance matters. There were no other declarations made.

2131/24) To receive the Chair's report

Cllr Skelton reported that much of the parish council's time over the last month has been spent on the Neighbourhood Plan meeting, and Brough Lane planning application objection.

2132/24) To suspend the meeting to hold a 10-minute public session

None in attendance. It had been reported by residents that the grass needed further cutting on the playing field, and the cemetery.

2133/24) To receive reports from the District & County Councillors

Cllr Adams reported further on the Brough Lane planning application objection.

Cllr Turner reported that the County Council are in the process of moving to Top Wighay. He confirmed the list of maintenance tasks was progressing.

2134/24) To receive update on the Neighbourhood Plan review

Cllr Skelton reported that at a recent meeting of the NP group, the attending parish councillors were happy to approve the draft review document, and instructions were therefore given to proceed to the Section 14 Consultation. Thirteen policies were proposed and accepted, and the documents can be viewed on the village website. (see appendix for notes)

2135/24) To approve the minutes of the meeting held 20 June 2024

Resolved. The minutes of the meeting 20 June were proposed by Cllr Ashley, seconded by Cllr Wright and accepted as a true record. **Carried**

2136/24) To consider any planning applications or planning correspondence

24/00802/VOC) Former Robin Hood Public House, High Street, Elkesley

24/00803/VOC) - Variation of Conditions - No comments were noted

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2137/24) To consider the payments as listed and the financial reports for July 2024

Resolved. The payments and financial reports were proposed by Cllr Ashley, seconded by Cllr Gilson and approved. **Carried**

2138/24) To adopt NALC Financial Regulations

Resolved. The NALC Financial Regulations were proposed by Cllr Gilson, seconded by Cllr Ashley and approved. **Carried**

2139/24) To receive reports and consideration of any expenses on the following:

a. Sports field, play area and BMX safety inspections

Cllr Skelton reported that he was dealing with a repair. He is looking into possible grants for new equipment.

b. Cemetery

No major issues. Attention is to be brought to some memorials by way of a polite notice.

c. Defibrillator inspections

All satisfactory.

2140/24) To receive highways and service faults

Cllr Skelton is to report an issue of debris on the road near the A1 bridge.

2141/24) To receive items for information only

The issue of speeding on the A1 was raised, and will be included in the agenda for September to discuss. The state of pavements on Lawnwood Avenue will be reported to ViaEM.

2142/24) Time and date of the next Parish Council meeting

Resolved. The next Parish Council meeting will be held on Tuesday 17 September at 7pm.

The Chair ended the meeting at 7.08pm

Signed

Chair

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Appendix – NHP meeting notes 1 July 2024

Starbucks Elkesley 6.05pm – 7.20pm

In Jan 2023 the then Parish Council (PC) being the qualifying body, asked the Neighbourhood Planning group to help them review the Neighbourhood Plan.

Members of the NP Group

Chair

Neil Oldbury

PC rep

John Skelton

Residents

Paul Morris

David Pell

Mark Crossley

John Douglas

Patricia Douglas

Attendees

Neil Oldbury

John Skelton

John & Pat Douglas

Mick Stronach

Jamie Wright

Jamie Gilson

Leona Ashley

All PC's present happy
to approve this draft.

The PC instructs the NP to
go ahead with the section 14

The NP Group have met monthly, keeping the PC informed about activities and progress.

Consultations

On behalf of the PC the NP group have held various consultations, first being June 2023, followed by 3 December 2023. They have also organised a consultation with the primary school.

Funding

On behalf of the PC the NP group have acquired funding from Locality. Locality is a government funded organisation set up to support Neighbourhood Planning process. The majority of the funding received so far has been used to pay for a planning

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consultant, printing and room hire. The group on the PC's behalf have applied for further funding to complete the NP review, however their funding is capped and we currently have a shortfall which means the group will have to produce the Consultation Statement and seek support from BDC or PC mainly for printing and room hire.

Support

Through the process the NP group have had support from BDC and since October from a planning consultant. Locality have provided technical support free of charge for the Design Code, Garage Master Plan and Housing Needs Assessment. Because of limited funds further planning consultant time will be limited to finishing the NP review document and producing the Basic Condition Statement.

Elkesley Neighbourhood Plan Review document

The above document is now at its final stage V3 and ready, once approved by the PC, for a pre-submission consultation. The PC members have been sent a copy and if you are satisfied with the progress so far, and you feel it's ready for 'section 14 consultation' the group will organise the consultation

NHP Policies accepted 1 July 2024

Policy 1 – Sustainable Development, infill & boundaries

Policy 2 – Protecting the landscape & character

Policy 3 – Designation of local green spaces

Policy 4 – Protecting & enhancing biodiversity

Policy 5 – Improving walking & cycling routes

Policy 6 – Achieving well designed places

Policy 7 – Housing Mix

Policy 8 – Yew Tree Road site

Policy 9A – Protecting & enhancing Heritage assets

Policy 9B – Supporting the local economy

Policy 10 – Protecting facilities for the community

Policy 11 – Renewable Energy, energy efficiency & low carbon technologies

Policy 12 – The redevelopment of the former garage sites

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Section 14 Consultation

Section 14 consultation is a legal requirement in the Neighbourhood Planning Process and NP groups have to ensure we follow the correct procedures.

Action Table

| | Action | Date | By |
|----|--|------------------------------------|--|
| 1 | Parish Council approve draft review plan V3 by | 1 July | Parish Council |
| 2 | PC instruct NP group to proceed with section 14 consultation by | 1 July | Parish Council |
| 3 | NP group and BDC meet to discuss preparation for section 14 consultation; Book room Design poster presentation Design consultation notice Design comments sheet Compile Executive Summary Decide where plan can be inspected Confirm list of consultees | 9 July | NP group and BDC |
| 4 | PC and NP group send comments on V3 to Neil by | 12 July | PC and NP |
| 5 | Chair NP group send comments on V3 to Planning Consultant by | 19 July | Chair NP group |
| 6 | Planning Consultant make amendment to V3 and send V4 to NP group (Pat) | 2 August | Planning Consultant |
| 7 | NP group make sure; Consultation Notice designed by Printed by Delivered by | 21 July 19 August 23 August | NP Group Neil (away) Pat NP group |
| 8 | NP group draft plan (V4) sent to printers | 19 August | NP group |
| 9 | Parish Council ensure all minutes posted on website by | 23 August | PC rep |
| 10 | Parish Council ensure all documents on PC website by | 21 July | NP rep and PC rep (Neil) |
| 11 | Launch section 14 consultation in MH 11am – 7pm | 6 September | NP group, PC members, BDC reps |
| 12 | ?Pop in session 11am – 1pm MH for people to ask questions and discuss plan | 13, 20, 27 September 11 October | Members NP group |
| 13 | Six week consultation period ends | 18 October | |
| 14 | NP group meet to review comments | 22 October | |