

# LAZONBY NEIGHBOURHOOD PLAN STEERING GROUP MINUTES

**Subject**                                 **Steering Group Meeting**

**Date of Meeting:**                     26 March 2015

**Location of Meeting:**               Lazonby Methodist Chapel Room

**Attendees:**                           **Name:**

Roger Campbell (RC)  
 Cllr Chris Hill (CH)  
 Elizabeth Howe (EH)  
 Katie Jones (KH), H & H Land  
 Cllr John Judson (JJ)  
 Neil Kennedy (NK)  
 Gordon Malcolm (GM)  
 Cllr Peter Minihan (PM)  
 Cllr Virginia Minihan (VN)  
 John Nicol (JN)  
 Cllr Gordon Nicolson (GN)  
 Gary Watts (GW)  
 Tom Woof (TW), H & H Land

ITEM		ACTION
1	<p><b>Introduction</b></p> <p>VM opened the meeting. It was agreed that a new Chair should be appointed and preferably this should not be a Parish Councillor. Gordon Malcolm agreed to act as Chair of the Steering Group.</p> <p>No apologies for absence were received.</p>	
2	<p><b>Notes of the Public Meeting 19 March 2015</b></p> <p>The notes of the Public Meeting were discussed. A number of matters had not been included:</p> <ul style="list-style-type: none"> <li>• Chris Hill had visited Lazonby School to seek views of the pupils in relation to the LNP. The pupils' views included establishing a 20mph limit for vehicles through the village, need for additional pavements and footpaths and an area of hardstanding for games.</li> <li>• Chris Hill had also consulted the Lazonby Women's Institute to seek members' views as part of the informal consultation.</li> <li>• The notes suggested that the LNP was being run by the Parish Council. This is not the case. The LNP is a community project being prepared by members of the community for the community. Financial matters only are being dealt with through the Parish Council. A number of Parish Councillors, however, are members of the Steering Group.</li> </ul>	

ITEM	ACTION
3	<ul style="list-style-type: none"> <li>• EH agreed to take minutes of the meeting.</li> </ul> <p><b>Summary of Progress on LNP to date</b></p> <p>The following have taken place:</p> <ul style="list-style-type: none"> <li>• The area of coverage of the LNP has been agreed – area extends to cover the whole of Lazonby Parish.</li> <li>• Informal Consultation has taken place. This comprised the questionnaire distributed to each household, approximately 450, and around 90 responses were received.</li> <li>• Presentation of results of the questionnaire at the Public Meeting (19 March 2015). Attendees at the meeting were each asked to identify three key issues and to identify potential sites for development (housing, employment), areas for conservation (recreational, ecological and historic).</li> <li>• As noted above, pupils at Lazonby School were consulted to obtain their views as to what they liked/disliked about Lazonby and what they wanted the village to be like.</li> </ul>
4	<p><b>LNP Next Steps</b></p> <p>GM asked TW to summarise the next stage of the process and the timetable for achieving this.</p> <p>TW summarised:</p> <ul style="list-style-type: none"> <li>• the early informal consultation has been completed and key areas identified for preparing draft policies and draft plan.</li> <li>• The next stage of consultation takes place at pre-submission stage, ie before the draft LNP is submitted for Examination. The consultation period is six weeks and will include consultation with statutory bodies (eg, Environment Agency, English Heritage, Natural England, County and District Councils).</li> <li>• There are opportunities for public meetings and Steering Group meetings to take place prior to the formal statutory consultation period but TW did not envisage further informal consultation with the community taking place during this period.</li> </ul> <p>Discussion followed on the level of local consultation carried out so far and if this was sufficient.</p> <p>TW indicated that H &amp; H Land would prepare the draft LNP although funding is still to be obtained/agreed for this stage of the process.</p> <p>TW suggested the following topics could be covered in the LNP:</p> <ol style="list-style-type: none"> <li>1. Design Policy/ Village Design Statement (VDS). This might include design policies for developments of 10 or fewer housing schemes. Vernacular design was cited as important during the consultation. This section could include parking standards and house sizes for new residential developments. The VDS could be appended to the NLP.</li> <li>2. Overall Residential Development for the Plan period, ie the number of residential units. The Plan period would normally be either 15 or 20 years.</li> </ol>

ITEM	ACTION
<p>3. Affordable Housing. Sites could be identified.</p> <p>4. Employment sites could be identified.</p>	
<p><b>5</b></p>	
<p><b>Discussion of Topics</b></p> <p>GN asked what the Vision for LNP should be, ie what is the scope of the Plan, should it identify open space, important buildings etc.</p> <p>VM raised the issue of eyesores in the village which had been discussed at the public meeting, and how we could visually improve the village.</p> <p>A discussion followed on housing numbers, types, affordable and sheltered housing and possible locations took place but with no overall consensus. Housing for the elderly/sheltered housing was considered important.</p> <p>It was noted that potential housing sites included employment sites such as the Auction Mart and that this provided an important contribution to the rural economy.</p> <p>School roll – it was noted that the school roll had now stabilised and with the new Story Homes development this is likely to improve.</p> <p>Discussion of transport issues also took place. This included the following:</p> <ul style="list-style-type: none"> <li>• A potential new road to the south of Lazonby to relieve transport congestion in the main street;</li> <li>• On-street parking and the problems associated with it;</li> <li>• Public footpaths and pavements.</li> </ul> <p>JN thought the vision for the Plan was needed before areas of policy were developed.</p> <p>GN suggested the following as a basis for the Vision:</p> <ol style="list-style-type: none"> <li>1. Establish baseline</li> <li>2. Set out vision/topics</li> <li>3. Design</li> <li>4. Housing</li> <li>5. Employment</li> <li>6. Conservation</li> <li>7. Open space &amp; recreation.</li> </ol>	
<p>GM suggested that the Group research the topic areas and report back to the next meeting. GM identified the following topic areas for further research:</p> <ul style="list-style-type: none"> <li>• Housing – CH and EH;</li> <li>• Vision – GN and NK;</li> <li>• Open Space (inc footpaths) and outer areas – VM and PM;</li> <li>• Employment – JJ and JC</li> <li>• Conservation – GM and RC.</li> </ul>	<p><b>CH &amp; EH</b>  <b>GN &amp; NK</b>  <b>VM &amp; PM</b>  <b>JJ &amp; JN</b>  <b>GM &amp; RC</b></p>
<p>JN asked about future funding. PM explained we had reached the end of Phase 1 funding and the Parish Council was putting together the application for Phase 2 funding. This</p>	<p><b>LPC</b></p>

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ITEM	ACTION
6	<p>would include preparation of the draft NLP, statutory consultation on the NLP and the Consultation Statement.</p> <p>It was agreed that notes on the topic areas should be circulated to the Steering Group a week before the next meeting.</p> <p><b>Date of next meeting</b> 30<sup>th</sup> April 2015, 7.30pm, Lazonby Village Hall</p>

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