

# LAZONBY NEIGHBOURHOOD PLAN

## STEERING GROUP MINUTES

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

**Date of Meeting:**                   18 January 2018

**Location of Meeting:**           Lazonby Village Hall

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

Gordon Malcolm (GM)  
Cllr Virginia Minihan (VM)  
Cllr Peter Minihan (PM),  
Cllr Gordon Nicolson (GN)  
Cllr Chris Hill (CH)  
Roger Campbell (RC),  
Neil Kennedy (NK)

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ITEM		ACTION
1.	<b>Apologies</b> All present	
2.	<b>Matters Arising from November minutes</b> <ul style="list-style-type: none"><li>• Presentation by ACT and Cumbria County Council to promote the Neighbourhood Plan process to other communities was not very well attended but many issues were raised and GM explained some of the problems and answered questions.</li><li>• Further email received from Paul Dancer of Savilles who is working on behalf of Brackenburgh and Lazonby Estates to say that he had difficulty locating the submission documents on LPC website and that they were not appearing of EDC website. VM replied to say that he had located thae correct documents but that EDC had not started the Regulation 16 Consultation due to pressure of work and that we had been informed that they would not start the process for another couple of weeks.</li></ul>	
3.	<b>Feedback from meeting with CCC and EDC.</b> <ul style="list-style-type: none"><li>• After the late submission of the Regulation 15 Consultation comments were received from Cumbria County Council, by Eden District Council, just before Christmas, Rachel Armstrong of EDC set up a meeting of all three parties, which was attended by GM and GN, on 10.01.18. This was to allow CCC to explain their comments, which were rather confusing. Once the NP process was explained to the 3 officers of CCC they agreed to submit a revised response, which was received on 18.01.18.</li></ul>	

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<p><b>4.</b></p>	<p><b>Responses to CCC Consultation points</b></p> <ul style="list-style-type: none"> <li>All agreed that a flood risk assessment should be written into any Planning Applications that would be made for the proposed housing sites, and that this would be written into the Housing Sites table in the Plan as part of the Conditions attached to any planning consent.</li> <li>All accepted the rewording for Policy I1, which would be used to amend the existing Policy I1 in the Plan.</li> <li>All agreed to the amendment of the Design Guide (para. 4.7.3) to include 'splays'.</li> <li>It was felt that the positive comments made by CCC to the Plan should be noted in the Consultation statement.</li> <li>All agreed to the late Consultation points being added to the Consultation Statement and Appendices.</li> <li>The Plan, Design Guide, Consultation Statement and Consultation Appendices would now all be up-dated and re-submitted to EDC on the USB pen accompanied by a covering letter.</li> <li>The Clerk to the Parish Council will eventually be given the USB pen containing the documents, to put on to the LPC website and to print out 3 hard copies of the 4 amended submission documents.</li> </ul>	<p><b>GM</b></p> <p><b>GM</b></p> <p><b>GM</b></p> <p><b>VM</b></p> <p><b>VM</b></p> <p><b>GM VM</b></p> <p><b>GN</b></p> <p><b>VM</b></p>
<p><b>5.</b></p>	<p><b>Grant – update on expenditure and confirmation of information for grant return</b></p> <ul style="list-style-type: none"> <li>The total grant allocated for this financial year was £1,274 of which £232.65 has currently been spent.</li> <li>Three sets of re-submission documents will now need to be printed and invoiced.</li> <li>Due to the delay, Reeds printers cannot be asked to invoice for the full cost of the printing of the pre-referendum Summary and Referendum flyer, but just the initial drafts.</li> <li>The end-of-year cost summary and invoices will go to Groundworks at the end of the month and the remaining grant will have to be returned. GN will speak to the Groundworks on 22.01.18 about this.</li> </ul>	<p><b>GN</b></p>
<p><b>6.</b></p>	<p><b>Pre-referendum publicity material</b></p> <ul style="list-style-type: none"> <li>Agreed that this would be put on hold until a date for the referendum is announced by EDC.</li> <li>Meanwhile GN asked for further photos to be supplied via the USB pen by PM and GM to allow for better quality photos to be supplied to the printers to go onto the summary leaflet.</li> </ul>	<p><b>PM GM</b></p> <p><b>GN</b></p>
<p><b>7.</b></p>	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>It was agreed that, due to the delay, a Summary of progress so far should be put into Lazonby Lines, the LPC Newsletter and on to the Parish Council noticeboards.</li> </ul>	<p><b>GN</b></p>
<p><b>8.</b></p>	<p><b>Date of next meeting</b></p> <ul style="list-style-type: none"> <li>To be decided and circulated by email once Regulation 16 started by EDC and comments received from Inspector.</li> </ul>	<p><b>GM</b></p>