

## **Goxhill Parish Neighbourhood Plan Steering Committee Minutes**

Minutes of the Steering Committee meeting held at 7:00pm on Wednesday 27<sup>th</sup> March 2019 at the Parish Room, Goxhill

**Present:** Emma Abbott, Lucy Bedford, Freda Dunkley, Jack Lawtey, Paul Morgan, Steve Mosey, Jayne O'Flynn, Michael O'Flynn, Phil Roberts, Jeff Teasdale.

**Also Present:** Dave Lofts – NLC Support Manager

### **Minutes**

- 1901/1      Apologies  
Apologies for absence were received from Shirley Tull and Michelle Roberts.  
Notice of withdrawal from the committee were received from Karen Snell and Glynis Wrightson.
- 1901/2      Opening Comments  
J Lawtey opened the meeting and welcomed everyone to the first GPNP Steering Committee meeting. He explained that everyone present had expressed a wish to be on the committee after the Visioning Day and that until further notice all volunteers would be on the committee.
- 1901/3      Member Introductions  
Each person present took a couple of minutes to introduce themselves to the group.
- 1901/4      Current status of Goxhill's application  
D Lofts informed the meeting that a NP is a land use planning document that is based on policies formed by the committee and based on public consultation. It is very important that the policies are evidence based. He explained that 1<sup>st</sup> stages of the NP process have started with GPC requesting a NP and NLC putting designated Parish Area out to consultation. The consultation period is 6 weeks and completes on 19<sup>th</sup> April following which he will compile a report for the Leader of the Council and we should then receive formal acceptance of the application.
- 1901/5      Update on actions already taken by the Start up Team  
F Dunkley reminded the committee of the work already started on the NP such as:  
Visioning Day which had been attended by upwards of 200 Goxhill residents and resulted in volunteers to support and work on focus groups. Thoughts and comments were collected from residents on the day and they have been recorded for further investigation.  
Areas of Concern had been identified that will be investigated by the focus groups, areas such as the school; village facilities; drainage; rural environment; vacant properties.  
There was discussion round the table at this point about engaging the silent majority in the village, ensuring that all ages and interest groups were represented, did the recent granting of outline permission to the Hawthorn Gardens development mean that the NP had "missed the boat".

It was agreed that there is work to be done by the committee and focus groups to ensure that consultation is across the board at all times. The NP is still a very valid exercise as who knows what may happen in the future and we must ensure that Goxhill's voice is heard when land use planning is discussed.

1901/6 GNP Steering Group Terms of Reference (ToR)

E Abbott handed round copies of a draft TOR document and a Code of Conduct for members to read and consider before the next meeting. Comments, suggestions and alterations would be discussed at the next meeting where it is anticipated that the documents will be accepted and signed by committee members.

1901/7 Formation of the Steering Group Committee and Focus Groups

J Lawtey asked the meeting to consider who they would like to nominate to take official roles on the committee and handed out a document for each to complete and return at the next meeting, the document also allowed committee members to indicate which focus groups they would like to sit on.

1901/8 Agenda Items for the next meeting

1. Election of committee officers
2. Acceptance of the Steering Group ToR
3. Formation of Focus Groups
4. Future meeting frequency and timing.

1901/9 Date of next Meeting

The committee confirmed the date, time and location of the next meeting as:

**Wednesday 3<sup>rd</sup> April 2019 at 7:45pm**

**in the Parish Room, Goxhill.**