



## **Minutes of the Kelbrook & Sough Neighbourhood Plan Steering Group**

Meeting no 24

Date and time: 18st November 2020 at 19.00.

Venue: Zoom Conference call

Attendees:

Debbie Richardson (Chair), Garry Wilson (part), Christine Wheatley, Alan Wheatley, Audrey Wilson, Val Kimberley

Apologies

Matthew Kennedy, Paul Maskell, Isabel Wood, Andrew Oliver

- 24.1 The previous minutes were approved. Proposed by D Richardson and seconded by A Wheatley.
- 24.2 Actions from Minutes – see separate document on updated actions
- 24.3 The group thanked Alan and Christine for capturing such clear and wonderful photographs of the whole of the villages.  
AJW has sent some more photographs including an excellent panoramic view of the parish
- 24.4 GW needs to complete the Landscape Character Assessment. He is still writing up the details on history, trees and biodiversity. He has been asked to complete this before Christmas.
- 24.5 DR has drafted a newsletter but it didn't say much so something more interesting needs to be added. No further action on this due to the latest lockdown.
- 24.6 DR has been investigating and researching numerous consultants who could provide the Steering Group with an Independent Health Check on the draft Neighbourhood Plan. DR's work has been very successful and we have identified a consultant, Mr E Taylor. Mr. Eddy Taylor is a fully qualified and accredited Town planner with Master of Civic Design ( RTPI accredited planning qualification) as well as an MA Urban Design. He is a member of RTPI and has twenty four years town planning experience including considerable Neighbourhood Planning work. DR will liaise with Eddy on all aspects of our draft plan and policies etc to date, in addition to the agreed number of meetings he will hold with the Steering Group.
- On behalf of the Parish Council, DR has applied for a grant from Locality. Locality provide grants of up to £10k and a detailed workplan has been submitted. GW will be the contact point for the grant as a member of the Parish Council ACTION: DR to keep the Steering Group updated on progress. (NOTE Post meeting. DR had a phone call from Locality on 23 Nov to say that the proposal will be submitted to the grant panel on Wed 25<sup>th</sup> Nov 2020)
- 24.7 DR has also applied to Locality for Technical Support on Housing Needs Analysis. (NOTE Post meeting. DR had a phone call with a member of AECOM who provide the technical support and this will be progressed in the next 2-3 weeks)
- 24.8 As the village hall is still closed due to Covid and Tier 3 categorisation for Lancashire, the Steering Group agreed to continue to use Zoom for meetings. DR will continue to send the links prior to each meeting.



Kelbrook and Sough Parish Neighbourhood Plan Steering Group – Minutes

24.9 There being no other business, the meeting was closed at 7.50pm.

Next Meeting – Wednesday 16th December at 7.00pm using Zoom.

A Wilson, Secretary