



Minutes of the Kelbrook & Sough Neighbourhood Plan Steering Group

Meeting no 35

Date and time: 18 August 2021 at 7.00pm.

Venue: Zoom

Attendees:

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

Apologies Eddy Taylor

- 35.1 The previous minutes were approved. Proposed by G Wilson and seconded by V Kimberley.
- 35.2 Actions from Minutes – see separate document on updated actions
- 35.3 The land where the caravans are stored is up for sale for development. Action close
- 35.4 VK has tried to contact Nicholas Livesey without success. GW has tried to contact another bat expert again with no success so the action has been closed.
- 35.5 DR has asked Matthew Kennedy how many printed copies of the Pre-submission Plan are required and he has replied that they need 3.
- 35.6 Kelbrook and Sough Neighbourhood Plan Documents As part of the pre-consultation (Reg 14) there is a requirement for printed copies of the Neighbourhood Plan to be available to the public. It was agreed that ten copies in total would be sufficient. One each for the local libraries, one for the Village Hall, and three are required by the Pendle Council offices. Digital copies will also be available on line. The Kelbrook/ Earby history society has requested that it receives a copy for its archives once the consultation has ended.

For those wishing to purchase a printed version of our Neighbourhood plan, the cost will be £22 based on the existing quote for printing. If alternative printing is used, this may be higher.

Reg 14, outlines the process for public consultation and provides examples of best practice, and a list of the Statutory Consultees who need to be informed that the Neighbourhood Plan is available. ACTION 35.1 DR to identify which organisations we need to inform and who within those organisations we need to contact.

It was agreed that we use a 'comments' form for residents to respond/ make comment/ objections to the pre-submission Neighbourhood Plan. We will be re-using the post boxes purchased for our first Neighbourhood Plan survey. These will be placed around the village as before. Alternatively, comments can be emailed or posted to DR.

Once residents' responses have been submitted back to our group, a process to review their comments will be undertaken and amendments may be required to the Neighbourhood Plan to provide the Plan for inspection. We will also write a document providing the detail on the comments received and the actions taken.

- 35.7 GW and DR have done a presentation on the Neighbourhood Plan to three members of the Parish Council to explain the Plan that they need to sign off. It was very well received and we have 3 more Council members to brief.



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

Next Meeting – Wednesday 15th September – venue and time to be agreed

A Wilson, Secretary