



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

Meeting no 5

Date and time: 17th April 2019 at 19:00.

Venue: Kelbrook and Sough Village Hall

Attendees:

Debbie Richardson (Chair), Steve Petrovic, Linda Petrovic, Val Kimberley, Christine Wheatley, Alan Wheatley, Audrey Wilson, Garry Wilson, Christine Durance, Andrew Oliver

Apologies

Matthew Kennedy, Kirsty Sharratt, Michael Blakey, Paul Maskell, Isabel Wood

- 5.1 Minutes of the last meeting were formally approved. Proposed by Steve Petrovic, seconded by Christine Wheatley.
- 5.2 Actions from Minutes – see separate document on updated actions
- 5.3 DR told the meeting about the meeting held with Matthew Kennedy and it was agreed that Matthew would be invited to the next meeting.
- 5.4 Action 2.7 DR explained that the subject of the Parish being designated a Service Hub was raised. The reason that the villages have been designated as such is due to the Industry around the edge of Kelbrook and Sough. The Local Plan has been approved and cannot be altered until the next Plan. The Steering Group felt that this was an insufficient and unfair reason for the village to be designated , as the industries do not support village life.
- 5.5 It became clear that following some discussions there is a need for Kelbrook and Sough to have Conservation areas GW has emailed Rosemary Lyons who is responsible for supporting conservation. A meeting will be arranged to discuss how we can undertake conservation across our villages.
- 5.6 Action 2.8 There was some discussion about whether Sough constituted a theme on its own. It was agreed that Sough was not a separate theme and would just be included in all the other themes. The NP themes will be supported by the full Steering Group, although some of the themes may not have much content for Sough. For example, long standing historical buildings and education. We have allocated themes to particular SG members so that research is undertaken by one person or a small group rather than everyone on the Steering Group.
- 5.7 Action 2.8 Listed Buildings. A document was circulated and this will be attached to the minutes.
- 5.8 Action 2.8 Garry will be looking at the ancient woodland after the Easter holidays . It seems that there is only one area in Kelbrook that falls in this category and that is at Harwes Farm. A discussion followed and it seems that there may be a map available detailing that area as an ancient woodland. DR to email GW the link to themap.
- 5.9 Action 2.11 GW has spoken to I record and they cannot support the villages requirement. GW is now considering other options. DR has researched another web based record data 'isport' and will discuss with GW



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- 5.10 Action 3.3 Kirsty has produced the poster and is currently looking for a tool that can enhance the Steering Groups logo.
- 5.11 Action 3.7 It was agreed that web based Dropbox could be used for the Steering Group to hold documents and share them . It was also agreed that some self help/ support IT use of Dropbox would be useful, date to be arranged.
- 5.12 Action 3.8 Kirsty has been in touch with Debbie, regarding the museum.
- 5.13 Action 4.3 Following the meeting with GW and DR, CD reported that there are three options to explore: a) Create a new website and link to it from the Parish site, b) Improve the Parish website. Trawden have a better website and it looks as if it is developed on the same framework as the Parish website so CD to speak to their webmaster, Adele when she is back from holiday or c) use the Village Hall website and incorporate the Parish website into that. CD has spoken to the Village Hall developer who is not keen on the additional work. Discussions are ongoing.
- 5.14 The dates for the next Village events are :-
- |        |  |                            |
|--------|--|----------------------------|
| 5.14.1 | 18/19th May  | Scarecrow Trail.           |
| 5.14.2 | 9th June   | Ladies Guild afternoon tea |
| 5.14.3 | 18th August  | Tractor Run                |
| 5.14.4 | 24/25th August   | Art Exhibition             |
| 5.14.5 | 2/3rd November   | Arts and Crafts            |
| 5.14.6 | Please can Steering Group members put these dates in your diaries. |                            |
- 5.15 Scarecrow Event. CD will confirm the opening time so that the Steering Group can establish the stall/ promotional area. VK can support the Saturday am session. AIW and CW the Saturday pm sessions. SP and LP can do Sunday am. DR can help on Sunday and should be able to set up on Saturday but has a commitment from 10.30. GW and AO to confirm days and times. AuW will do both days to try and speak to as many residents as possible.
- 5.16 Kelbrook Duck Race. A very well attended event , all credit due to the committee of the Village Hall. Thank you to all that were able to attend. A range of views were collated and recorded. These will be used within the body of the questionnaire sent to all the villagers. It was agreed how important it is to hold community events , gain residents views and to raise awareness amongst residents.
- 5.17 Art Exhibition at end of August. DR suggested that we hold a photography competition that captures the essence of Sough and Kelbrook to provide photographs for the Neighbourhood Plan. The idea was well received, but space will be at a premium at this event. It was agreed that photographs could be displayed on the walls of what will be the ' Tea Room ' area. Action 5.1 DR to follow up with the organiser of the Art Exhibition.
- 5.18 The event which will be the most difficult to capture comments and views will be the Tractor Run. Suggestions welcome.
- 5.19 Questionnaires. More comments and suggestions have been contributed and these will be included into the draft document. It was agreed that we would include some prize incentives for completed questionnaires. Action 5.2 DR will update the questionnaires.



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- 5.20 It was suggested that we purchase some metal post boxes and attach them (with permission) to posts in several areas across the villages for residents to submit their completed questionnaires. Areas suggested so far are the Village Hall, Parish council notice board area, the school, Sough Park area, Quernmore Drive in Kelbrook. There will also be an option to complete questionnaires electronically.
- 5.21 Air quality document distributed with the minutes. There was a discussion about Euravia and the ongoing smell/ pollution? Is there a case against Euravia for polluting the air quality in the villages? It transpires that residents in Sough and Salterforth are also complaining about the smell. Action 5.3 Those on the Steering Group with past and current information are to pass any relevant information to SP. Whilst it was agreed that this was not part of the NP it was agreed that it is an ongoing concern/issues that may require addressing with the relevant bodies.
- 5.22 Transport. Speeding and parking are issues that both villages have. The speed limit in Kelbrook is 20 mph. There are very few parking spaces in both villages. These issues will ultimately be built into our policy for the villages. Some suggestions for better parking on the main road were made with marked white lines and clear yellow lines to enable better vision and access. These will be passed on to the relevant body. The road and railway projects are ongoing and we will be able to comment when the consultation document is released.
- 5.23 Farming and land use. This is work in progress. Andy has contacted a company in Clitheroe which specialises in aerial views taken using a drone. There would be a cost involved since it would involve two visits. The first visit would be to look at the local information/ views and review health and safety and agree what photographs would be taken. Action 5.4 The group needs to think about the value of the photographs and how they could be collated. It was agreed that Andy would thank the company and that we will get back to them.
- 5.24 Education. No progress has as yet been made. The web site is required as a support tool .
- 5.25 Flooding , Water and drains. Policies will be developed to support the Yorkshire water information on drains, and of flooding. The Environment Agency are currently revisiting the flooding to the Aire Valley particularly surface water flooding. Action 5.5 DR to investigate whether we can get more information.
- 5.26 There being no other business, the meeting was closed.

Next Meeting – Wednesday 16th May at 7.00pm

A. Wilson, Secretary