

## **Minutes of 7th Meeting of Crosthwaite & Lyth Neighbourhood Plan Steering Group 23<sup>rd</sup> January 2019 at 2.30pm**

**Present:** Simon Johnson (Chair), Alan Gerrard, Steve Rowlinson and Robert Sykes

1. **Apologies** for absence were received from Dorothy Grace.

2. **Minutes of the last meeting 14<sup>th</sup> January**

The minutes were approved, and there were no matters arising.

3. **Steering Group Members**

It was recorded that, subsequent to the meeting with the Parish Council on 17<sup>th</sup> January 2019, Henk Muller had notified the Group of his decision to step down from the Steering Group (SG) effective immediately.

A new member will be required to be appointed by the Parish Council. The SG feel that this may be an opportunity to invite younger members of the Parish to become involved so as to provide a better connection with this stakeholder group. The Parish Council noted during the meeting of 17<sup>th</sup> January that they had received interest from younger Parishioners.

***Robert Sykes was asked to raise with Parish Council on 5th February meeting to obtain details of the individuals who had expressed interest.***

***Simon Johnson was asked to revisit the previous list of Parishioners who had expressed interest in working on the Neighbourhood Plan to determine if these individuals had continued interest in supporting the Neighbourhood Planning Process.***

4. **Meeting with Parish Council 17<sup>th</sup> January**

The feedback following the Parish Council meeting on 17<sup>th</sup> January 2019 was discussed at some length and the following actions were agreed upon;

i) To improve communication with the Parish Council a member of the SG will attend each Parish Council meeting henceforth to address any questions / clarifications the Parish Councillors may have. If there are significant matters to be discussed a separate SG/ Parish Council meeting will be scheduled.

***Robert Sykes will attend the 5<sup>th</sup> February Parish Council meeting.***

ii) The Robert Sykes will ask the Parish Council at the 5<sup>th</sup> February Parish Council meeting if a private session can be scheduled at 7pm on 5<sup>th</sup> March 2019 (immediately prior to the routine Parish Council meeting) to allow the Steering Group to brief the Councillors on progress developing the Parish Vision.

iii) Approximately a week before the Parish Council meeting of 5<sup>th</sup> March the SG will circulate an updated Parish Vision document to the members of the Parish Council.

## **5. Development of Parish Vision**

Alan Gerrard agreed to update the Parish Vision document incorporating the feedback from Paula Allen and the Parish Council.

Once approved by the SG it was proposed that the Vision may be “pilot” tested with a small number of Parishioners for feedback.

## **6. Neighbourhood Planning Process**

Simon Johnson will prepare a “time line” illustrating the duration of various stages in the process to develop the Parish Vision.