

Carlton Village Neighbourhood Forum (CVNF)

Meeting (8) Minutes

September 21, 2020

Present: Helen Schenck (HS), Jacqueline Rooney (JR), Peter Ellis (PE), Chris Genn (CG), Kathy Genn (KG), Jan Furlong (JF), Laurie Furlong (LF), Mark Pitts (MP), Kaylee Pitts (KP),

Apologies: Cllr Diane Chapman (DC), Kevin Kuszyk (KK), Cllr Stewart Golton (SG)

On Line Meeting held on Monday 21st September 2020 (via Google Meet)

8.1 Welcome & Introduction given. Apologies noted above. Thanks to Helen for organizing the meeting links

8.2 Minutes of the previous meeting (August) were agreed by all attendees.

8.3 Matters & Actions from previous meetings

8.3.1 Constitution review – outstanding action. Tie in with the charity status application

Action: JR to review this week

8.3.2 Speed Cameras. Action from the last meeting was to request Stewart how to secure 2 x Speed cameras like those on Leadwell Lane. Debated best locations nr to Unicorn & nr to 20mph on Town Street close to Cemetery Lane. PE to write to SG to confirm. **Action: PE**

Mark suggested asking the local police if there was any funding available from them for cameras. **Action: MP**

8.3.3 Logo for the Group – Peter designed one for the PID draft document and created a second one for possible use on documents. See below:



Comments / feedback from everyone please or do you have another idea? New local celebrity Oscar the Alpaca? **Action: All**

8.4 Policy Intentions Document

8.4.1 . Draft document feedback from LCC

Abbie Miladinovic provided feedback on behalf of LCC on the Policy Intentions document. PE circulated the email on 25th August. Highlights :

- We would recommend that the group thinks bigger in terms of the options available – overall what is the plan seeking to deliver?
- Recommend that policies focus on areas where the NP can add more detail/be more specific than the Core Strategy policies
- Always worth bearing in mind how the policy will be used by the decision maker (e.g. the planning officer writing a report on a planning application) and being as specific as possible, worthwhile considering:

- The document would benefit from having a lighter intro (overview of the work done so far) and something at the end about next steps (e.g. informal consultation before the preparation of a pre-submission draft plan)
- A key thing to think about in a revised draft would be how to tell more of a story – why does the emerging plan for Carlton look the way it does? How will the policies help to deliver the vision, etc.
- Locality's guidance on writing planning policies is helpful in this regard: <https://neighbourhoodplanning.org/toolkits-and-guidance/write-planning-policies-neighbourhood-plan/>

8.4.2. Further action on PID

a. Add PID onto Trello board **Action:PE Completed**

b. Could everyone make a point of reading the document again and noting any changes or simplified language or indeed help to build the story. **Action : All by Monday 28th Sept**

c. **Green Spaces** – Kaylee & Mike to work on this. Add to Trello. **Action: KP&MP**

8.4.3 Cycleways & Footpaths

Add Kathy's document to Trello board **Action: PE Completed**

Read & comment **Action:All**

8.5 Climate Change Survey

Helen & Jan have completed the survey and have started handing it out along their street.

Volunteers to deliver to the rest of the forum designated area – JR, KG

Ask KK if he can do Pitfield Action: JR

Returning completed survey? LF offered to ask PO if they would accept a box placed there for collecting completed surveys. LF fed back that the PO wasn't open and sign said temporarily closed. Plan B = we deliver and collect?

HN to look into how to issue in Facebook whilst getting responses from the neighbourhood area residents only.

Action: HS

8.6 Neighbourhood Forum Re designation

It's been five years since the forum was officially recognized by LCC. As such, we need to reapply for re designation. PE has said he will complete the application . Peter please advise if you require any assistance.

Action:PE

8.7 Latest potential implications for Neighbourhood Planning (For information)

a. Changes to SAP and Greenbelt designation

No further progress or changes to report.

8.8 Project management software

PE opened the Trello board and sent the link to us **Noted**

Try the software out – not too difficult to use hopefully. We may be restricted by free space but agreed to try it out.

8.9 Charity Application and alternatives

JR to pursue this action. Diane kindly forwarded options. Agreed during meeting on the 'foundation' structure which is where only voting members are trustees. **Action:JR**

Abbie advised PE that she was unaware of any forums who are charities and that a few use Groundworks to keep their funds. Checked out- we were given a wrong steer and therefore we will pursue above charitable application. **Action: JR**

8.10 Finance

8.10.1 . JR went to Natwest and the updating of signatories is only done online, no need for everyone to go in. Specific instructions for updating signatures online with sample signatures needed. JR to re send instructions to MP. **Action: JR& MP**

8.10.2 Start to investigate sources of funding again – Locality. Website link sent to Mark P. The organization has advised there is potential increased funding available up to £18k.
Action: MP/PE

8.11 Web Site & Communications

No changes or update to report on any of the above. FB likes and views are continuing to increase.

8.12 Strawberry Fields

No further news on the pre app for Strawberry Fields application nor the applicant Countryside Properties Plc.
Action:SG&DC to keep the group updated

It would be worthwhile reviewing the original application documents and inspectors' report to familiarize ourselves with the details of the 129 properties bearing in mind the approved application is for outline permission ie final development details yet to be submitted and approved by planning. **Action: JR circulate**

8.13 Other current planning applications or matters of interest

No other current applications requiring the Group's comments.

8.14 Any Other Business

LF confirmed he has checked tree preservation orders in the area and the only ones are at Carlton Hall on Queen Street. **Noted**

Need to include tree orders in the PID. **Action: All**

Heritage should also be included in PID. **Action: All**

Change of use. Does the Greenfield warehouse on Cemetery Lane need a change of use to store the auto vehicles? Transporter wagons are negotiating their way down through the village as they are banned going up Ouzewell Green. **Action: PE to check**

8.15 Date and Time of Next On line Meeting

Monday 12th October 2020 at 7:15pm