



Neighbourhood Plan Team meeting 4

Attendees: Beverley Harrison, Sarah Lumsden, Cllr. Sandra Scutt, Judith Palmer, Chris Fox, Richard Smith (Chair), Jo Witherden

Purpose of meeting: To interview Jo Witherden for possible employment as a professional helper.

Apologies: Andy Goodfellow,

Venue: Northbrook House, South Street (Richard's residence)

Held on 14th December 2016

Notes: The meeting started at 19:15

1. Introductions:

1.1. Each person introduced themselves to the attendees.

2. Why should Leigh Neighbourhood Plan Steering Group (LNPSG) employ Jo Witherden?:

2.1. Jo stated she has been a planner for more than 20 years, working in local councils and the private sector. Most recently working as a Head of Service for West Dorset District Council and Weymouth and Portland Borough Councils leading on the local and neighbourhood plans and planning obligations. She said she has detailed knowledge of the planning requirements and processes that guide what can be built and where in Dorset. She has also helped in the creation of more than 20 Neighbourhood Plans in Dorset and South Somerset.

2.2. Her costs are £500 per day but she would rather guide the LNPSG members in what to do rather than do it herself. This will then reduce her billed costs which would be more acceptable to the LNPSG. It was also stated by Richard that three villages are maintaining an umbrella group (currently Leigh, Yetminster and Chetnole) whereupon experiences and maybe costs can be shared for issues affecting are neighbours.

3. Current issues:

3.1. Play Park: Leigh Parish Council has been looking for a new site for the current Play Park without success until the proposition of buying the 2 acre field next to the Village Hall was offered. To be able to buy the field monies that couldn't be raised by any donations or grants would be obtained through the Parish Precept. It soon became apparent that there was a group of villagers who were vehemently against this proposition. Three other sites were then offered to

the Parish Council. The decision on which site is the most appropriate will be made in the January 2017 Parish Council Meeting. This topic could be included within the Neighbourhood Plan Questionnaire.

- 3.2. Green spaces: It was noted by Jo that, in the Questionnaire, the ONLY green space in Leigh was this field next to the Village Hall. Does the village have any other Green Spaces for protection as such?
 - 3.3. Traffic calming: This has been a hot topic for villagers for some time. Could our new Neighbourhood Plan help to resolve this?
 - 3.4. Flooding: Although Leigh has a very experienced Flooding Officer his advice should be spelt out within the Leigh Neighbourhood Plan so as not to lose it.
 - 3.5. LNPSG Questionnaire: Jo agreed that our Questionnaire is about the right length (no more than 10 sides). She also advised that we should think about what is important to the village and remove questions that are unlikely to be pursued. She felt that having just a Questionnaire wouldn't get to the point. Have several village meetings to give out advice and take feedback should be included and then finalising the Questionnaire and sending it out.
4. Budget Costs up to end March 2017:
- 4.1. As the Government Grants are issued out in tranches LNPSG can only apply for monies to be spent up to the end of the financial year (end March 2017). Any money not spent must be returned although monies could be transferred to another Neighbourhood Plan topic within the same period after discussion with the grant authority. We cannot apply for grant money for items spent in the past.
 - 4.2. As the main expenditure in the Neighbourhood Plan is the professional help, Jo could produce her Statement of Work and Gantt Chart which the LNPSG could then add the smaller costs, e.g. booking of the Village Hall for village meetings.
5. Actions:
- 5.1. Consider adding the topic of older children's Play Park requirement to the Questionnaire. Action: LNPSG by end Dec16
 - 5.2. Consider changing the emphasis to all Green Spaces rather than highlight just one. Action: LNPSG by end Dec16
 - 5.3. Research (with Mr Denham – Leigh Traffic Officer) whether we can slow traffic down through the main street of Leigh and find a way to add it to the Leigh Neighbourhood Plan. Action: Richard by end Jan17
 - 5.4. Discover what information the Leigh Flooding Officer (Mr Alan Bennett) can portray in the Leigh Neighbourhood Plan. Action: Beverley by end Feb 17
 - 5.5. Supply a SoW and Gantt Chart of work to undertake before end Mar 17. Action Jo Witherden by mid Jan17
 - 5.6. Shall the LNPSG employ Jo Witherden? Action: LNPSG by end Jan 17

The meeting closed at 21:50pm

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