

Minutes of e-Meeting 31 of Crosthwaite & Lyth Neighbourhood Development Plan Steering Group 10th March 2021 at 9.30am

Present: Simon Johnson (Chair), Lisa Bibby, Alan Gerrard, Dorothy Grace, Graham Paine.

1. Apologies – none.

2. Approval of Minutes

Minutes for 23rd February 2021 were approved.

3. HNA Communications

a. Facebook/Instagram/Twitter

Although Instagram and Twitter might raise the profile and address the younger generation, there might not be sufficient updates to keep the attention. The SG members would need to engage someone to manage it.

A WhatsApp Group was suggested for anyone wanting to keep updated, to be advertised through the other information feeds. It was agreed that these would be useful for the thematic working groups for the I&O document.

The local FB sites are possibly not the best place for discussion around topics, and would put undue pressure on the sites' administrator.

Action: Alan to propose to the PC at its next meeting that it has its own FB page that the SG can use for disseminating information, managed by Martin French.

Action: Dorothy to upload HNA update to local FB sites, once approved by the PC.

A further update will be posted later in the month about the I&O document thematic groups and how the SG will engage with as many sectors of the community as possible.

b. Parish Magazine – **Dorothy** to send the agreed copy for April's edition.

c. Parish Website re-design suggestions

A range of suggestions for improving access to the NDP and SG documents were made.

- i. Re-order so latest docs/comms at top of page?
- ii. Newsfeed not adequate, as updates disappear lower down as new ones posted.
- iii. Initiatives design:
- iv. Dropdowns?
- v. Robert Sykes' name to come off SG members list
- vi. Dropdown to HNA from 2016 needs to be removed, and PC and/or SG have its own dropdown. Currently the SG section is buried deep within the site.
- vii. Can the SG or PC have its own tab on the home page?
- viii. SG page on website needs updating.
- ix. How many hits does it get a week?
- x. Can we get on the front page of Parish Site?

Action: Alan to invite Colin and Charles to a meeting with Lisa and him to discuss these issues.

d. Public SG meetings

This was suggested as a possible way of engaging with the community by our consultant at the previous meeting with her. However, following discussion it was agreed that the standing item on the PC meetings was sufficient, as the SG has no authority to make decisions or spend money; everything has to be approved by the PC.

e. Castle & Coast

Simon's draft letter to C&C has been approved by the PC and will be sent along with the summary and reports document.

4. **Steering Group Logo**

It was agreed not to pursue a competition in Crosthwaite School to design a logo.

Action: Dorothy to ask Steve Rowlinson if he is happy for us to use his suggested logo, and whether he might modify the logo of houses to reflect the four areas of the I&O document and the nature of the area, not just housing?

5. **Parish Greening Initiative**

Having been raised at the last PC meeting, the SG agreed that it would provide positive input for the NDP; however, all agreed that it was not within the remit of the SG; rather, it looks to the PC to take it forward. It is an agenda item for the next PC.

6. **Issues and Options document**

a. Update and progress

Thanks were expressed to Lisa for managing the document, keeping it clean and setting up the editing process.

Following an initial meeting between the SG and Aecom (?) (Locality) on design codes, there will be assistance to provide an audit of local buildings, and subsequently draw up a set of codes for the NDP.

The questions will finally be shaped by the outcomes of the discussions in the thematic groups.

Action all: revisit the questions around policies following Louise's update, and agree the wording in the interim.

b. Thematic Groups recruitment

There are four thematic areas in the I&O document, and a working group is required for each. The PC has responsibility to find individuals to approach to lead these, but with guidance/suggestions from the SG. There was some discussion around which individuals, businesses or organisations might be approached to join an interest group.

Action: Alan to put suggestions to go to the next PC meeting if the PC does not have its own.

Action: Alan to ask the Parish Council for funding for the proposed photographic competition at next PC meeting.

7. **AOB**

Lisa and Graham met over Zoom with Matthew Jessop, Head of Crosthwaite Primary School, to discuss ways in which the staff, governors and schoolchildren might be involved in developing the I&O document as it builds a picture of our community.

8. **Date of next e-meeting**

Monday 29th March at 9.30am