

Minutes of e-Meeting 21 of Crosthwaite & Lyth Neighbourhood Development Plan Steering Group 28th July 2020 at 9.30am

Present: Simon Johnson (Chair), Lisa Bibby, Dorothy Grace, Graham Paine, Robert Sykes.

1. **Apologies:** Alan Gerrard
2. **Approval of Minutes for previous Meeting**
30th June 2020 – approved.
3. **Matters Arising:** None not already on the agenda.
4. **Review of the revised questionnaire**
Following a virtual meeting between SG members AG, SJ and LB and Megan Henderson (Eden Council), Megan updated the questionnaire according to the recommendations from the last meeting. This is in line with the proposed schedule to complete the Housing Needs Assessment (HNA) by the end of August, with final approval of the HNA questionnaire by the Parish Council at its September meeting. The details of the final changes to the questionnaire are in Appendix A, but confidential to the SG.

The covering letter to go with the questionnaire will go to Megan for information and will accompany the questionnaire when it goes to the PC for approval in September. Needs to reach PC by 21st August.

Action: Dorothy to do first draft.

5. **Issues and Options document**
This is a consultation document, initially drawn up by consultant Louise at Kirkwell's, that looks at the needs and issues of the parish to inform the Neighbourhood Development Plan. The housing section will be based on the results of the HNA, but other broader aspects are covered in the document such as environment, green spaces, amenities, facilities etc.

The document is based on a generic template that Louise populated as a result of a meeting with the SG and a visit to the community. It will be tailored further to our community by the SG, using local knowledge and awareness.

Action: Graham and Lisa to produce a first tailored draft.

Timescale: results from HNA in November, I&O document ready in early 2021 for approval by the PC and then community consultation, but the method of consultation will be dependent on Covid-19 restrictions.

Issues such as schools, transport and utilities, though important, will not be addressed directly as they are under the jurisdiction of other statutory bodies who hold the decision-making powers. However, their impact on our community is significant, and councils can be lobbied, such that the document can be a lobbying instrument in these areas.

A draft of the document will be available by 28th August for discussion by the SG.

6. **Date of next meeting**
To review Issues & Options document: Mon 14th September at 9.30am