

# Minutes of e-Meeting 20 of Crosthwaite & Lyth Neighbourhood Development Plan Steering Group 30th June 2020 at 3pm

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

**1. Apologies** None.

**2. Approval of Minutes for previous Meeting**

23rd June 2020 – approved. To be loaded onto the local website.

**3. Matters Arising**

Megan Henderson (Eden Council) has reported she can start working on gathering secondary data from 13<sup>th</sup> July, with a view to completing 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.

Eden Council is being used because it has done a similar survey before in this area, and its methodology has been accepted in the past by LDNP and SLDC. Therefore amendments to the generic questionnaire should be kept to a minimum.

The HNA will identify housing needs within the parish; these, and other aspects of the Parish, will go into the Issues and Options document to ask wider questions about the community.

Simon has contacted the consultants Kirkwells but not spoken to Louise yet, though she commented that Eden knows what its doing in these surveys, and didn't make any suggested amendments to the generic document.

**4. Comments on the generic HNA document from Megan Henderson at Eden Council**

The SG members had gone through the generic questionnaire document and made comments on its content. This meeting reviewed and discussed all those comments, which raised some questions for Megan and recommended a number of changes to make it more tailored to this community.

There will be one questionnaire for each household in the Parish. There will be a covering letter or opening paragraph explaining that if any recipient of the questionnaire knows anyone outside the Parish who needs to move into the Parish, or wants to return to the Parish, then that person should download a copy of the questionnaire from Eden Council's website and complete it.

The specific comments and queries are in Appendix A, which, as a working document, is confidential to the Steering Group.

**5. Date of next meeting**

tbc