

Minutes of LLRA Management Committee Meeting Thurs 20 June 2019 6:00pm

Purpose: Review of current issues affecting Long Leys residents

Present: Gary Stimson, Megan Cox, Jackie Ward, Jon Davies, Chris Taylor, Tony Wass, Jim Hanrahan, Emma Olivier-Townrow (part from 4 onwards)

Apologies: Keith Newsome

Kindly hosted by: Cloverleaf Care Home

1. Introduction by Chair

| | |
|---|--------------|
| Gary welcomed Jim Hanrahan as a new management committee member. A vote of thanks was given to Cloverleaf Care Homes and Tanglewood's Shirley Woods for hosting the meeting. | Action |
| The meeting confirmed that officers for 2019/20 remained unchanged as: Chair – Gary Stimson, Vice-Chair Megan Cox, Treasurer – Jackie Ward, Secretary – Jon Davies. It was proposed to clarify, for the 2020 AGM and constitution, how the four officer positions were appointed by the Management Committee. | |
| Chris to propose an amendment to the constitution, for discussion at a future meeting. | Chris |

2. Minutes of Previous Meeting

| | |
|--|--|
| Minutes of 2 May 2019 were accepted as a true record of the meeting. | |
|--|--|

3. Committee Roles & Responsibilities Document

| | |
|--|------------|
| Chris presented a paper, previously circulated, clarifying the key responsibilities of officers and committee members. It was emphasised that, with the major Neighbourhood Plan project starting, it was important that committee members attend in full for at least FOUR out of the SIX annual meetings. Dates have now been set for the next 12 months to ensure committee members have full visibility. | |
| The meeting adopted the document. | |
| Jon to add Roles & Responsibilities to the long-leys.org website. | Jon |

4. Management Committee Dates for 2019/20

| | |
|--|------------|
| <p>The meeting accepted the dates (all Thursdays at 6pm-8pm):</p> <ul style="list-style-type: none">• 12 Sept 2019 14 Nov 2019• 16 Jan 2020 12 Mar 2020 30 April 2020• 18 June 2020 <p>Jim commented that 2nd Thursdays of the month could be a problem for him but best to continue along this route as other days were equally problematic.</p> <p>Jon asked committee members to add these dates to their diary systems now, to avoid any potential clashes. 7pm-8:30pm Tuesday 19 May 2020 for the 2020 AGM and Community Meeting should also be added.</p> <p>Gary advised that two weeks before each meeting a formal reminder would be sent, with committee members requested to confirm their attendance or otherwise. This way we can ensure all meetings held will be quorate. A provisional agenda would be issued a week before the meeting.</p> <p><u>Approach from resident wishing to support committee</u></p> <p>Glenn Smith has expressed interest in joining the committee. Whilst committee members are only elected at the AGM, the committee is keen to encourage those who wish to make an active contribution to projects within the community. It was agreed that Jon would invite Glenn to the next meeting as an observer, with a view to identifying a specific role he could potentially undertake.</p> | <p>Jon</p> |
|--|------------|

5. 2018/19 Accounts

| | |
|--|--|
| <p>2018/19 accounts are now being inspected by Sab & Jason Rickaby.</p> <p>Jackie authorised to spend upto £20 to use on the accounts as appropriate.</p> <p>Jackie confirmed that the Neighbourhood Plan grant money (£9k) is now in the LLRA bank account.</p> <p>Printing costs for 2018/19 were discussed but the detail on this was with the accounts so not available for review at the meeting. It was explained that the costs were not for printing Newsletters but for a set of printer cartridges and paper, generally for printing for AGM notifications and papers presented at the AGM in varying volumes.</p> | |
|--|--|

| | |
|--|--|
| For printing Newsletters LLRA would try to use offers from various businesses. | |
|--|--|

| | |
|---|--|
| The topic of fundraising was raised, in which Chris suggested any such discussion should include a realistic sum as an honorarium for the secretary. Whilst not feasible now due to a lack of predictable operating income, in the event of having to replace this function, we would find it difficult if not impossible to match the current level of service (provided without cost) without a market level of reward. | |
|---|--|

6. Neighbourhood Plan Action Group (NPAG) Progress Report

| | |
|---|--|
| All activities within this project can be seen at http://long-leys.org/neighbourhood-plan/ | |
|---|--|

| | |
|---|--|
| An initial meeting has taken place with Helen Metcalfe, the planning consultant. NPAG have split the focus areas identified in the initial community survey between its four members. One focus area for Jon has secured technical support for a Housing Needs Assessment (HNA) which will be undertaken by AECOM (a large consultancy employed by Locality to deliver this service). | |
|---|--|

| | |
|--|--|
| An HNA is needed for a variety of reasons: | |
|--|--|

- | | |
|--|--|
| <ol style="list-style-type: none"> a) The Central Lincolnshire Local Plan is being reviewed, due to changes in the National Planning Policy Framework in 2018, to recalculate the housing requirements of the local plan area. b) The national changes mean that there is likely to be a reduction in the number of houses required to be built to keep a 5 year housing landbank. c) However, any new landbank must have at least 10% on sites under 1 hectare (approx. 30 houses). d) Also allowance for “entry level exception sites” on the edge of existing settlements upto 1 hectare or 5% of existing settlement is permitted (5% of Long Leys would be circa 32 homes). e) Any delay to larger site development, such as the Western Growth Corridor (WGC), could open up other areas to developers. | |
|--|--|

| | |
|---|--|
| NPAG's considered judgement is that Long Leys could be open to: | |
|---|--|

- | | |
|--|--|
| <ul style="list-style-type: none"> • Short term – 30 homes under points c + d above • Longer term (2025 onwards) – a significantly larger development (guestimate of upwards of 150 homes) if WGC and other large sites hit major obstacles. | |
|--|--|

| | |
|---|--|
| The Neighbourhood Plan should take this into account to influence any development to include community aspirations. | |
|---|--|

| | |
|--|-----|
| <p><u>Community Vision Statement</u> This was discussed and agreed with slight modifications. A revised version, for submission to the planning consultant, can be found at http://long-leys.org/neighbourhood-plan/</p> <p><u>Land Registry Spend</u> A further spend of £38 on Land registry details was retrospectively approved by the meeting. Any further spend in this area can be covered by the Neighbourhood Plan grant money. Jon very briefly showed the map produced so far of land ownership of the area, to highlight the area of land owned by City of Lincoln Council which has been mainly acquired over the last decade.</p> <p><u>Cycling on Pavements Query</u> As part of the plan development, improving ease and safety of cycling/walking will be considered. Jon requested guidance from the group on whether cycling on pavements, particularly for young people, should be part of the considerations. The meeting agreed that in principle “considerate cycling on pavements/footpaths was supported by the LLRA management committee”. Clarification and communication of what was considered “considerate” would be an important element of any approach.</p> <p><u>Data Protection and Health & Safety Policies Required</u> As part of the grant conditions, policies on data protection and health and safety are required by LLRA. Note: This is likely to result in requiring a risk assessment to be carried out on all LLRA organised events. Currently these are done on the Litter Picks and West Common Walks anyway but would need to be extended to the Carols on the Green.</p> <p>Jon to produce draft for review at next meeting.</p> | Jon |
|--|-----|

7. Cloverleaf Care Home

| | |
|--|--|
| Nothing to report other than a Cheese & Wine Evening on 25 June. | |
|--|--|

8. Traffic Commissioner Complaint

| | |
|--|--------------|
| February 2020 is the date for objections to the Veolia Vehicle Operating Licence renewal. The previously circulated letter from the Traffic Commissioner makes it clear that complaints should be from individuals. Jon and Megan will progress this with the four original complainants and get written permission to allow LLRA to represent them | Jon Megan |
|--|--------------|

| | |
|--|------------|
| In addition, it would be beneficial to close off the Travis Perkins access route option, so a complaint from a resident of 48-55 Long Leys Road would also be needed. Emma agreed to be the complainant. Jon will progress this over the next few months. | Jon |
|--|------------|

9. Whitton Park Footpath Adoption

| | |
|---|--|
| We are 3 rd on the priority list with LCC. | |
|---|--|

10. Carholme Community Forum (CCF) update

| | |
|---|-------------|
| <p>Minutes of these meetings can be seen at http://long-leys.org/carholme-community-forum/</p> <p>Key points from the 18 June meeting, attended by Gary & Jon included:</p> <ul style="list-style-type: none"> • Anglian Water work to reduce flooding on Carholme Road will cost circa £50,000 and be undertaken over the summer. The drainage pipes on Carholme Road are going to be repaired to create more capacity. Gary volunteered to again raise the issue of water flowing into the drain gullies by the Curtis factory. • Police feedback was that burglaries were down but there had been a spike of theft of bikes from properties. Also, violence without injury was up (possibly due to more encouragement to report it). • LLRA thanked the city council officers for rehoming the individual camped on West Common and clearing the discarded rubbish in the Long Leys copse. <p>A policing priority of speeding on Long Leys Road and the West End was confirmed.</p> | Gary |
|---|-------------|

11. Commons Advisory Panel (CAP) Update

| | |
|--|--|
| <p>CAP information can be seen at https://democratic.lincoln.gov.uk/ieListMeetings.aspx?Committeeld=141</p> <p>The next meeting will be 1 July (last meeting 19 March attended by Jon and Jackie).</p> <p>At the next meeting LLRA will be keen to see progress on the awaited 2019-2024 Commons Management Plan. News on locations for the benches which will return in 2019 will be requested.</p> | |
|--|--|

| | |
|---|--|
| <p>The golf course are over mowing the fairways so the rough is much smaller than it should be – the mowing area needs to be substantially reduced over the next 12 months to reinstate habitat for wildlife.</p> <p>At the 19 March meeting it was reported that the works programme was progressing with various gates and fencing replaced. A 6 metre section of fencing has been added by the West Parade entrance to discourage horses from gathering near the entrance. This seems to be having an effect although it appears vulnerable to being knocked down if horses lean on it.</p> <p>Implementation of the new horse feeding areas and new signage is expected in coming months.</p> <p>Jon will, as part of the neighbourhood plan activity, potentially seek to get the cycling ban on the West Common path revoked from the byelaws which seem inconsistent with government guidelines that “where a byelaw is no longer necessary it should be revoked”.</p> | |
|---|--|

12. Lincoln Transport Plan Consultation

| | |
|--|-------------|
| <p>We are still awaiting a response from Lincolnshire County Council, following our input into the consultation.</p> <p>A request from Councillor Robert Parker, raised at the Community meeting, for LLRA to consider a petition regarding bus services was discussed. The meeting concluded, with two years to run on the existing contract, it was more important to advertise the existing service and the “use it or lose it” message.</p> <p>The bus timetable will feature in the next newsletter and be a feature article on the long-leys.org website.</p> | Chris / Jon |
|--|-------------|

13. Hospital Issues

| | |
|---|--|
| No feedback has been received about vehicles accessing or parking at the hospital since the Benbow Way bollards have been raised. | |
|---|--|

14. Planning Applications

| | |
|--|--|
| <p>An observation was provided by LLRA to the Millfield House, Yarborough Road application to erect a single storey dwelling close to the footpath.</p> <p>Post meeting update: Planning permission has been granted conditionally, with a number of conditions not including mention of the footpath (see Lincoln planning portal for details).</p> | |
|--|--|

15.Speed Indicator Device (SID)

| | |
|--|----------------------|
| <p>The SID has made a noticeable difference.</p> <p>New posts are expected in two new location on Friday 21 June.</p> <p>Jackie to explore the driver education initiative as agreed at the AGM resolution.</p> | <p>Jackie</p> |
|--|----------------------|

16.LLRA Charitable Status

| | |
|---|-------------------------------|
| <p>Investigation via Streets has shown it is difficult to move LLRA to charitable status. CIC may be a way forward but possibly more appropriate to a trust that operated a future community centre.</p> <p>Emma will provide contact details to Jackie of the Co-operative Lincolnshire Co-ordinator who could possibly help with developing a share based structure. Jackie to review for next meeting.</p> <p>Gary recorded his desire to ensure that LLRA should be structured to ensure that community funds were not exposed to demands from the tax office.</p> | <p>Emma Jackie</p> |
|---|-------------------------------|

17.AGM and Residents Meeting, 21 May

| | |
|---|--|
| <p>The meeting went well and all actions from this meeting are reflected in the Management Meeting minutes.</p> | |
|---|--|

18.Management Meeting Dates

| | |
|---|--|
| <p>Next meeting: 6pm Thursday 12 September 2019 – Location TBC but hopefully Cloverleaf</p> <p>Future meeting dates</p> <ul style="list-style-type: none">• See http://long-leys.org/management-committee-minutes/ | |
|---|--|

JP Davies 20 June 2019