

Minutes of Long Leys Neighbourhood Plan Action Group (NPAG) Thurs 14 March 19 10:30am

Meeting Purpose: Review progress and identify key actions to be taken prior to grant funding.

NPAG Purpose: Develop a Neighbourhood Plan for the Long Leys area of Lincoln

Present: Chris Taylor, Jackie Ward, Jon Davies, Laura McWilliams

CC: Gary Stimson, Megan Cox

Kindly hosted by: Jon Davies

1. Timing Plan

Was reviewed. See Appendix A for Timing plan v1.3	
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2. Planning Consultants

The third consultant will present on 27 March (timing to be confirmed but ideally 10:30am at Chris's). A decision will be taken following the meeting.	Action Jon
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3. Grant Funding and VAT

Need to establish VAT position with grants (Jon emailed locality for advice after the meeting).	Jon
It is likely that we need to be VAT registered to avoid paying VAT on the £9k grant. Jackie to explore options with contact provided by Gary Stimson. Chris to pass information on Community Interest Company (CIC) structure to Jackie.	Jackie Chris
Jackie to explore "residents association and neighbourhood forums in cities" to see how others have approached grant funding.	Jackie
We are likely to need additional grant funding for: <ul style="list-style-type: none">• Housing Needs Assessment• Land Allocation• Character Assessment	

4. Potential Actions Prior To Grant Funding Being Received

<p>Documented History of Long Leys Laura awaiting info on City of Lincoln council archives.</p>	Laura
<p>Approaching Major Landowners Jon to complete mapping landownership and then draft a letter to all major landowners, for review by NPAG before sending, advising them of LLRA's designation as a Neighbourhood Forum and requesting feedback on any plans or aspirations the landowner may have for their land which landowners would like to be considered as part of the Neighbourhood Plan process.</p>	Jon
<p>Newsletter Will go out before end of March along with initial qualitative questionnaire, which can also be filled in online. A digital version will also be made available for email/website. This needs to be in line with GDPR.</p>	Chris Jon
<p>AGM presentation Content should be clearer after next NPAG meeting but could include summary of issues found from initial consultation.</p>	All
<p>Some Long Leys organisations have already been invited to AGM (Travis P, Curtis, Cloverleaf Care Home, NHS) and others will be (Bodytech and Veolia).</p>	Jon

5. Future Meeting Dates/Events

<p>NPAG meetings</p> <ul style="list-style-type: none"> 10:30am Wednesday 27 March 2019 – TBC - Kindly hosted by Chris – to potentially include presentation by planning consultant 	
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JP Davies 14 March 2019

Appendix A: Outline Project Timing Plan ver 1.3

14.3.19

- 27 March: NPAG Meeting and preferred date for remaining planning consultants to present proposals.
- Circa 27 March: Distribute newsletter and qualitative questionnaire.
- End March: Decision on specific consultant made by NPAG and endorsed by LLRA management committee
- 1 April 2019: Apply for appropriate grants for April 2019-March 2020. Anticipate receiving money by end April latest
- May 2019 onwards: Kick off community consultations and execute more detailed plan (avoiding local elections)
- 21 May LLRA AGM: summary of initial consultation findings presented.
- 31 March 2020 – 30 September 2020: Date range targeted for draft plan submission for local planning authority and planning inspector review (Regulation 14 stage).
- 1 October 2020 – 31 March 2021: Date range targeted for completion of successful referendum and acceptance of plan as a planning document