

**Minutes of Long Leys
Neighbourhood Plan Action Group (NPAG)
10:30am Wednesday 21 August 2019**

Meeting Purpose:

Review progress and key actions to be taken following grant funding.

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

Present: Jackie Ward, Jon Davies

Apologies: Chris Taylor, Laura McWilliams, Jim Hanrahan

CC: Gary Stimson, Megan Cox, Helen Metcalfe

Kindly hosted by: Jackie Ward

1. Minutes of Last meeting

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| Minutes of 30 July 2019 were agreed as a true record. All minutes available at: http://long-leys.org/neighbourhood-plan/ | Action |
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2. Timing Plan

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| More detail on next 3 months added since last meeting –still progressing to plan. See Appendix A for Timing plan v1.5 | |
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3. Grant Funding

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| Consultancy costs of £1,500 have been incurred against initial grant. In addition, there have been Land Registry data costs of circa £200. | |
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4. Vision & Objectives

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| The initial vision statement has been agreed. Revised community objectives will be available from Helen for review at the September NPAG meeting. It is proposed that we share these with the community via a Neighbourhood Planning newsletter in late September/early October. | Jon |
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5. Land Ownership Map

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| Land ownership has now been mapped (see Appendix B for latest map). Land around Lowfields and Waves Farms (marked 23 on map) is not registered with the Land Registry. The city council have been approached to see if they have more information. Circa 30 names with contact addresses have been identified for land registrations. | Jon |
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6. Habitat Surveys

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| The habitat summary of the Burton Ridge was shared with the community. Some of the community projects will be explored in more detail with the community during August/September. In particular the Whitton Park play area and the community trail. | Jon |
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FOCUS AREAS

7. Housing Needs Assessment (HNA) - Jon

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| <p>A draft HNA report is anticipated by mid-September.</p> <p>A housing requirement figure for Long Leys should be provided by the LPA around November. This will be based on the latest emerging local plan evidence, currently being progressed as part of the CLLP review.</p> <p>The HNA could again be a topic to share with the community in a newsletter.</p> | Jon |
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8. Improving access by footpaths and cycleways into neighbouring areas - Jon

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| <p>Two requests for suggestions from the community on new cycle and footpath routes have been made. A number of ideas have been proposed by residents. Bridleways have also been added into the exercise, following a request from horse-riders.</p> <p>Local businesses will also be emailed to request their views on potential improvements.</p> <p>The main challenges for improving cycling access include:</p> <ul style="list-style-type: none">• the safe crossing of barriers such as the A57 and the A46• providing alternatives to the use of Long Leys Road• the low likelihood that further cycle paths could be constructed across West Common. | Jon |
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Three routes that are emerging are (see Appendix C for map):

Route 1: St George's to Carholme Road crossing.

The route could go from St George's via Albion Crescent footpath to Whitton Park, partly using existing footpaths, before crossing Long Leys Road and then westwards alongside the Common (using the strip between the fence and the hedge) until it reached the main Long Leys gate. It would then pick up with the existing multi-use path to the West Parade entrance to West Common. At the gate entrance the southern footpath running behind the rear of the houses in Hewson Road could be used to get to Carholme Road. The Long Leys Road crossing could be light controlled (ideally) or with a wider central refuge to accommodate cycles/pushchairs/mobility scooters.

Benefits: Families and children could cycle off-road from St George's to St. Faiths. A safe route could be provided to link up with the Fosdyke Navigation multi-use path to the Brayford.

Route 2: Cloverleaf Care Home to Pyewipe Inn.

The route, for horses / cyclists / pedestrians, could run alongside the drainage on the allotments in a straight line to Carholme Road. At Carholme road either a central refuge or a light controlled crossing could then provide access to the banks of the east/west drain. Two pedestrians /cycle bridges could span the two levels of the Catchwater drain and then the path could run alongside the A46 to arrive at the Pyewipe Inn with access to the National Cycle Route towards Doddington/Harby.

Benefits: Provide access to routes to the west and north of Long Leys, including the National Cycle Route, reducing safe walking/cycling distance from 3km to 1.5km

Route 3: From Route 2 to South Carlton

Leading north using footpath to Bishops Bridge (to A57) and then Bridleway (past A57). This is an existing route but to make it fully accessible then the dangerous crossing of the A57 at Bishops Bridge needs to be addressed. Possible options could include:

- a light controlled crossing
- central refuge for pedestrians and cyclists (horses may be more of a challenge)
- possibly a path under the bridge, similar to a canal bridge path, to allow horses/cycles to be led underneath.

Benefits: Better access to the north of Long Leys and existing footpaths/bridleways.

Other options have been suggested which achieve some of the same objectives – these will be added to further version of the map

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| <p>(a requests has been made to the LPA to provide a map including an area 800metres to the south of plan area). Once all feedback has been received, a small group of volunteers will be invited to review all the suggestions, before the conclusions are fed back to the community.</p> <p>Approaches may also be made to cycling interest groups and possibly Sustrans.</p> | <p>Jon</p> |
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9. Adding a local shop (convenience store) - Laura

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| <p>Email update provided by Laura: Remaining the trickiest part of the project to nail companies down in terms of a set matrix. Have sent emails to Project managers/Heads of retail operations for Tescos, Sainsburys, Lidl, Morrisons and Asda. Follow up required to push for response.</p> <p>As of yet no reply from Chris Higgins regarding their provisional discussions with a retailer. Going to pop in and see him in person this week. I have now got a contact through the Co-op so setting opening discussions via that channel.</p> <p>Actions: Chase all and pull together feedback in terms of a retail matrix. Where possible meet so can discuss the plan and any support/advice in terms of policy development that would support a local retail outlet.</p> | <p>Laura</p> |
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10. Better infrastructure (doctor / dentist surgery) - Laura

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| <p>Email update provided by Laura: Lincolnshire's Sustainability and Transformation Plan (STP) is a national requirement and sets out how we will improve health and wellbeing, quality of care, and the finances of our local health and care system by 2021. The website for this is hardly even set up yet but I have made an enquiry via Lincolnshire West CCG to ask if local residents associations can be involved and if so how. Enabling a link between our plan and the plans being set for the future of health provision in the wider local area.</p> <p>Got in contact with Lincolnshire West CCG asking for a meeting to discuss links between the STP and our Neighbourhood plan. Update at next meeting.</p> | <p>Laura</p> |
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11. Community Centre: Adding a community meeting place - Jackie

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| Information was requested from the community on their ideas / views on what a community hub would look like. Only one response received so far, mentioning the set up at Skellingthorpe. | |
| Jackie to explore Bassingham village hall specification with John W. | Jackie |
| To gain more feedback, Jackie to consider developing a specification that community could then be asked to give feedback to, as part of the next community survey. | Jackie |

12. Reviewing Suitable Type of Business For Long Leys + the Industrial area, in a primarily residential location – Jackie

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| <p>Jackie to consider splitting draft guidance into two sections:</p> <ul style="list-style-type: none"> • A brief section on the industrial area saying as an established employment area it would be suitable for businesses appropriate for a mainly residential area. • a main section on guidance for any business moving into Long Leys. <p>May be worth a chat to Chris and/or Jim about how this could be best developed.</p> | Jackie |
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13. Better care and protection for green spaces and wildlife - Chris

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| Update at next meeting. | |
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14. Character Assessment / Design Code - Chris

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| Consider applying for design code grant from Locality when AECOM HNA process complete in November. | |
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15. Communications with Residents / Businesses & Other Stakeholders

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| <p>In August so far NPAG has issued:</p> <ul style="list-style-type: none"> • Habitat survey request for feedback • Community centre focus group request • Cycling focus group request | |
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| <p>In next four weeks:</p> <ul style="list-style-type: none"> • 25 Aug: Community projects – Whitton Park play equipment • 28 August: History of Long Leys photo request • 1 Sept: Community projects – nature trail <p>Provisionally an NPAG newsletter may be helpful to go out at the end of September. This would also include a second phase community survey. This could be prepared after the next NPAG meet on 18 Sept.</p> | <p>Jon Jon Jon</p> <p>All</p> |
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16. Other Actions

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| <p><u>Potential Impact of the Housing Development on Footpath by Westcliffe Quarry</u></p> <p>Laura email update: I have escalated the query regarding the DMMO to Simon Cousins at CoLC. Has been on annual leave so I am chasing him again now he is back. Robert Parker supportive from the County Perspective.</p> | |
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17. Future Meeting Dates/Events

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| <p>Dates/times have been revised to:</p> <p>NPAG meetings</p> <ul style="list-style-type: none"> • 6:00pm Wednesday 18 September 2019 @ Jon's • 6:00pm Tuesday 22 October 2019 – venue TBC <p>Note change of time for meeting on 18th September</p> | |
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JP Davies 21 August 2019 v1.0

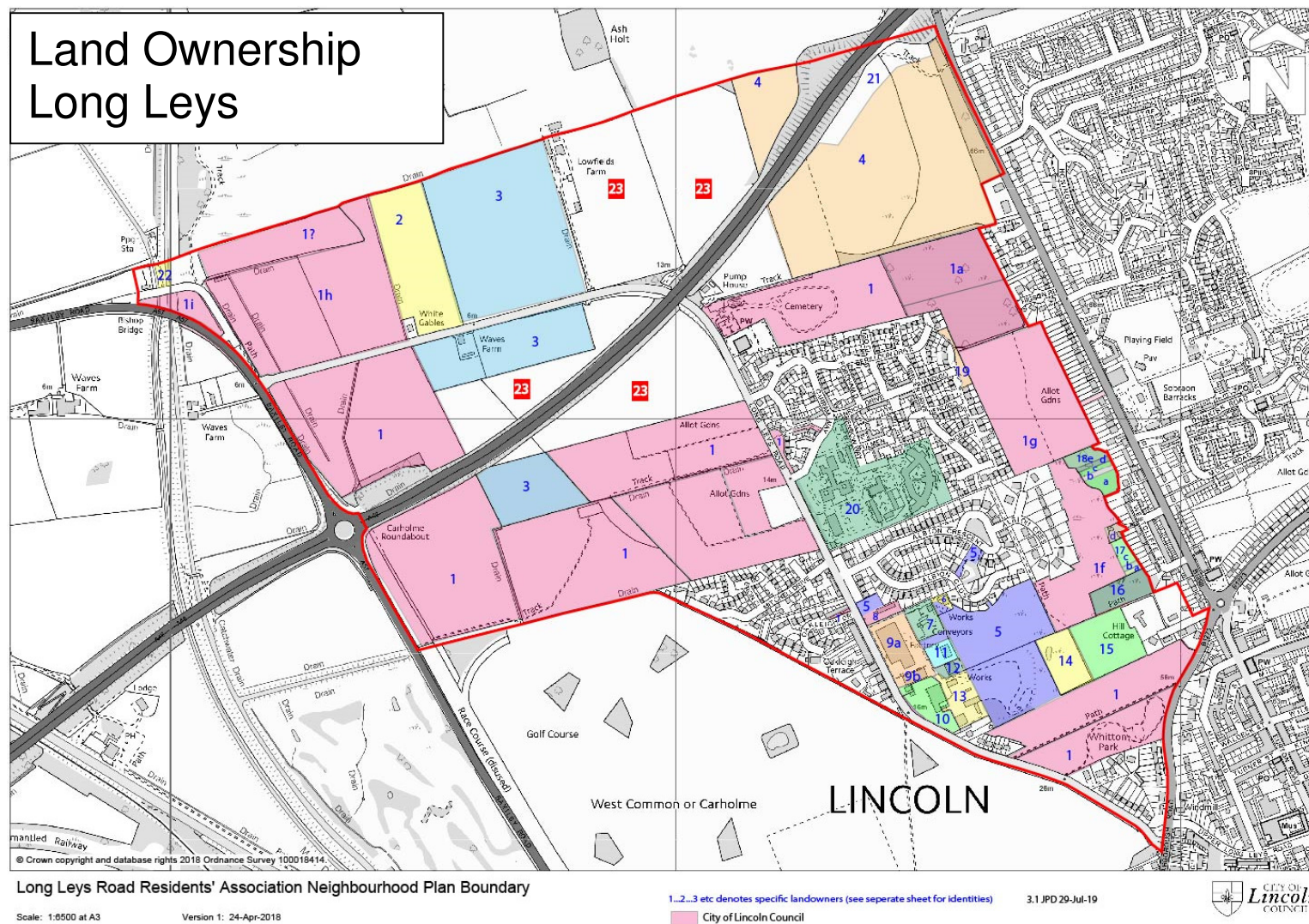
Appendix A: Outline Project Timing Plan ver 1.5

21.8.19

- 21 May 2019: LLRA AGM, summary of initial survey findings to be presented.
- By 1 June 2019: Application submitted for appropriate grants for year April 2019-March 2020. This assumes applications open mid-May 2019.
- 8 July 2019: Anticipate receiving grant money and being able to make spending commitments. This is based on guideline 5-week timescale for time between grant application and grant approval/funds available.
- July 2019 onwards: Kick off meeting with planning consultant and development of detailed plan.
- August 2019 onwards: Community consultations start and start of execution of detailed plan
- Mid-September 2019: Draft Housing Needs Assessment (HNA) due from AECOM.
- October 2019: NPAG Newsletter and Further Community Survey to be distributed.
- November 2019: Housing requirement figure for Long Leys to be provided by LPA. HNA finalised with AECOM. Apply for Design code grant when AECOM HNA complete.
- 31 March 2020: End of grant funding year.
- 6 April 2020: Application for year 2 grant funding needs to be made.
- 13 May 2020: Year 2 grant funding assumed to be available.
- June 2020-November 2020: Date range targeted for draft plan submission for local planning authority and planning inspector review (Regulation 14 stage).
- 1 December 2020 – 31 May 2021: Date range targeted for completion of successful referendum and acceptance of plan as a planning document

Items marked in blue complete.

Appendix B: Land Ownership Map



Appendix C: Some Options for New Cycle/footpath Routes

