

**Minutes of Long Leys
Neighbourhood Plan Action Group (NPAG)
10:30am Fri 24 May 2019**

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, Jim Hanrahan

Kindly hosted by: Jon Davies

1. Minutes of Last meeting

Minutes of 25 April 2019 were agreed as a true record.	Action
All minutes available at: http://long-leys.org/neighbourhood-plan/	

2. Timing Plan

See Appendix A for Timing plan v1.4 (unchanged since last meeting).	
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3. Grant Funding

<p>A grant application for £9,000 was submitted to Locality on 21 May along with a request for Technical Support for an Housing Needs Assessment (HNA).</p> <p>Based on 5 weeks lead time, grant approval is currently anticipated by 28 June. This would potentially allow us to commit to work with Helen Metcalfe in July.</p> <p>Locality have already been in touch regrading the HNA and a teleconference is planned between Jon and AECOM for Tuesday 28 May. A separate conversation with City of Lincoln Council confirmed that the Central Lincolnshire Local Plan will be updated with an HNA at both city (but not ward) and Central Lincolnshire area level, driven by changes to National Planning Policy Framework in 2018. The Central Lincolnshire report is likely to be available in the Oct/Nov 2019 period. This will build on work in the Strategic Housing Market Assessment for Central Lincolnshire from July 2015.</p>	
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<p>Note: Overall, NPAG are likely to need grant funding/technical support for at least:</p> <ul style="list-style-type: none"> • Housing Needs Assessment (working with LPA and AECOM) • Site Options & Assessment (With AECOM) • Character Assessment / Design Code (potentially with AECOM) 	
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4. Planning Consultant

NPAG is awaiting formal grant approval before finalising dates for initial sessions with Helen Metcalfe which would hopefully commence in July.	
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5. Resident Consultations

<p>Initial Resident Survey</p> <p>Summary of survey responses was issued at LLRA AGM and is included in Appendix B in these minutes. Jon to circulate verbatim responses to NPAG via PDF.</p> <p>To allow more detailed consideration of key planning aspects from the survey, these have been initially allocated to NPAG team members below. It is recognised that these will all overlap with each other, but this will create alternative views which can then be reconciled by the whole team:</p> <p>Jon:</p> <ul style="list-style-type: none"> • Housing Needs Assessment • Improving footpaths and cycleways into city centre and consider ways of reducing/calming traffic <p>Laura:</p> <ul style="list-style-type: none"> • Adding a local shop (convenience store) • Better infrastructure (doctor / dentist surgery) <p>Jackie:</p> <ul style="list-style-type: none"> • Adding a community meeting place • Considering the future of the industrial area in a residential location <p>Chris:</p> <ul style="list-style-type: none"> • Better care and protection for green spaces and wildlife (community woodland) • Any housing or industrial development should preserve the “green look” of the area 	
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6. Business & Landowner Consultations

Initial Business Survey Local businesses and some landowners were invited to LLRA AGM and emailed initial survey with request to complete by 1 June (none so far). Includes: Travis Perkins, Curtis, Cloverleaf Care Home, NHS, Bodytech, Veolia, Lincolnshire Rewinds, Utopia, Urban Moto.	
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7. Other Actions

History of Long Leys area Laura has acquired some aerial photos which could be used to start an archive section on long-leys.org to allow the community to assist with developing a Long Leys history. Laura to provide and Jon to add to website – would be nice to give credit provider.	Laura/Jon
Approaching Major Landowners c/f Jon to complete mapping landownership. Approach to landowners will be on hold until HNA completed.	Jon
Jim Hanrahan Joining LLRA Management Committee Jon to invite Jim to next NPAG meeting, initially as a guest, to discuss potential future role in NPAG.	Jon
Potential Impact of Housing Development on Footpath by Westcliffe Quarry Chris to draft letters to address planning application and approach to Right of Way team.	Chris

8. Future Meeting Dates/Events

NPAG meetings <ul style="list-style-type: none">10:30am Thursday 27 June 2019 - hosted by Jon Further meeting dates to be agreed at 27 June meeting, when the position on grants should be clearer.	
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JP Davies 24 May 2019

Appendix A: Outline Project Timing Plan ver 1.4

25.4.19

- 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
- 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

Appendix B: Feedback from Initial Community Survey

57 responses were received on paper or online, around 9% of the 650 homes. We now have 18 pages of resident ideas and comments to refer to. This feedback will help set the agenda for the development of the plan.

Long Leys is generally considered a nice place to live. In residents own words *“A quiet residential area with open spaces but in close proximity to Lincoln city centre via lovely picturesque walk through the common. Quiet but easy access to A46. Friendly neighbourhood, it's like living in a country village but with the convenience of being right next to the city. A feeling of space and green areas. I like the Green spaces including West Common and Whitton Park. Feels a safe place to bring up my family. I like the sense of community, the tranquillity, the footpaths.”*

a) Land Use & Planning to 2040

Lack of facilities is the primary planning issue raised by residents. With a relatively small population (circa 1,500 people), Long Leys has little in the way of nearby facilities without traveling outside the area. Feedback on planning aspects included:

- Any housing or industrial development should preserve the “green look” of the area
- Adding a local shop (convenience store)
- Adding a community meeting place
- Considering the future of the industrial area in a residential location
- Better care and protection for green spaces and wildlife (community woodland)
- Improving footpaths and cycleways into city centre and consider ways of reducing/calming traffic
- Better infrastructure (doctor / dentist surgery)

b) Non-Planning Related (Operational) Issues

A number of operational issues were raised which, although not directly related to land use and planning, will be used by LLRA to better inform discussions with the community and outside organisations:

- Better bus services
- Better play area and equipment at Whitton Park. Recognised walking/running routes on West Common
- Better maintained paths and better lighting at Higson Steps
- Pedestrian crossing on Long Leys Road
- Seats on West Common and by Whitton Park bus stop
- Weight limit on HGV's except for access
- Less vehicle speeding (especially off Long Leys Road)
- Maintain quiet nature of area
- No dog fouling and clean streets
- Bins off street quicker
- Better garden maintenance to stop bushes encroaching pavements.
- No parking on pavements and close to junctions
- More community events

The initial feedback is an excellent place to start the process. Surveys have also been sent to local businesses with a 1 June closing date and there will be extensive consultations with the community on issues over the next 12 months.