

DRAFT Minutes of the Cossington Neighbourhood Plan Advisory Committee

Meeting held on 14 July 2020. 6:00 pm

<p>1. Welcomes and apologies</p> <p>Attendees: Penny Weston-Webb (PWW Chair), Vic Chapman (VC), Fiona Gibbs (FG), Gary Kirk (GK <i>YourLocale</i>), Janette Matthews (JM Minutes) Pearl Morelli-McKeon (PM), John McKeon (JMK), Richard Webb (RW)</p> <p>Apologies: Howard Sanderson (HS), Emma Crowe (EC Clerk to the Parish Council)</p>	
<p>2. Declarations of Interest</p> <p>None declared</p>	
<p>3. Minutes of meeting held on 24 June</p> <p>The minutes of the meeting held on 24 June 2020 were approved and there were no matters arising.</p>	
<p>4. Funding proposal</p> <p>GK prepared the NP Funding Proposal which requires authorisation and submission to Charnwood Borough Council (Locality) by the Cossington PC. All to review and send queries to PWW prior to PC Meeting on 15 July 2020.</p> <p>There are two further elements of funding which may be applied for at a later date if needed:</p> <ul style="list-style-type: none">• Affordable housing assessment• Site option appraisal for small developments <p>The average cost of preparing a NP is £16-£18K. The current proposal covers ~£10K and the elements are not binding. Additional funding will be applied for in due course. Following approval by the PC, GK will submit an expression of interest and complete the bid liaising with the Clerk to the PC.</p> <p>Thanks to Gary.</p>	<p>ALL</p> <p>GK EC</p>

<p>5. Updates</p> <p>5a Vision Statement</p> <p>VC had circulated a draft Vision Statement. Minor amendments were made and it is included on the draft questionnaire.</p> <p>Thanks to Vic.</p>	
<p>5b Logo</p> <p>JMK and PM had circulated sample logos from other NPs and some initial designs from Alan Stokes (a local resident) and two design agencies. Drawings were preferred over photographs as colour replication is easier. Work will continue on approximately four logos which will be submitted to the NP Advisory group for selection. Comments to be sent to JKM/PM.</p> <p>Thanks to John and Pearl.</p>	<p>JKM PM</p>
<p>5c Questionnaire</p> <p>JM and PWW had circulated a draft questionnaire.</p> <p>The questionnaire will be completed by residents over 16, preferably online. One printed copy will be issued to each household.</p> <p>The questionnaire needs to include a GDPR disclaimer in the introduction. GK expressed concerns about the number of free format questions.</p> <p>All to send comments to JM by end July. A revised question to be circulated prior to next meeting.</p> <p>Thanks to Penny and Janette.</p>	<p>JM ALL JM</p>
<p>5d Land ownership</p> <p>PWW is obtaining a large scale version of the Ordinance Survey Map for Cossington. Map. This will be to be circulated prior to next meeting.</p>	<p>PWW</p>
<p>5e Local stakeholders</p> <p>It is necessary to inform local and statutory stakeholders in writing that the NP process is being conducted. These include:</p> <ul style="list-style-type: none"> • Service providers 	

<p>RW has large document on the history of Cossington, legends eg. Crab Tree Lane etc and will scan and circulate.</p> <p>PWW will provide the list of Listed buildings.</p> <p>Designated buildings (not listed but of value to the residents of Cossington) should be included. Add to the questionnaire.</p> <p>Thanks to Fiona</p>	<p>PWW</p> <p>JM</p>
<p>6. Date of future meeting(s)</p> <p>The next meeting will take place by Zoom on 11 August at 7pm.</p> <p>EC will circulate Zoom link</p> <p>JM and PWW will send out an agenda</p> <p>Any reports to be circulated in advance should follow the normal PC work flow for review times eg 5/10 working days.</p> <p>GK will discuss socio economic data at the net meeting.</p>	<p>EC</p> <p>PWW/JM</p> <p>ALL</p> <p>GK</p>