

**Minutes of 9th Meeting of Crosthwaite & Lyth Neighbourhood Plan Steering Group  
12th March 2019 at 1.30pm**

**Present:** Simon Johnson (Chair), Alan Gerrard, Dorothy Grace, Steve Rowlinson

1. **Apologies for absence** – Robert Sykes
2. **Minutes of the last meeting 23rd January** – approved.
3. **Finalise Vision Document**  
**Action:** Steve to tidy up Vision 9 for printing.
4. **Approve print costs**  
Printing 400 in colour would be £158, b/w £73, but more copies will be needed for one per person rather than one per household; new quote will be obtained.  
**Action:** Dorothy to ask Stramongate Press for a cost to print the vision document on 120-150gsm paper.

5. **Distribution and Collection strategy for Vision Document**

Distribution

Target distribution date for Vision documents to be week beginning 18<sup>th</sup> March (subject to Item 8 below)

Each form will be in an A4 envelope (flat): one for each adult in the Parish and for each business in the Parish.

Addresses on labels (every residence in the Parish) to ensure every permanent household is included.

Option for people to return forms anonymously if they wish in a blank envelope.

One form will be delivered to holiday lets / 2nd homes.

**Action:** Simon to ask Martin French for names/addresses in the Parish (including Electoral Roll)

Distribution will be by SG members plus Parish Council members and a few volunteers.

Recipients will be asked to return the form in the original envelope, to allow monitoring of returns. There will be a note on the envelope to say what it is so that it doesn't go straight into recycling.

Target Return date: by 14<sup>th</sup> April to collection boxes or to SG individuals' homes (subject to item 8 below).

Collection boxes:

In the Hall

Church foyer

Damson Day Community tent 13<sup>th</sup> April

**Action:** Simon to provide the boxes

Offer to pick up forms from those who have limited mobility.

Chase up once any forms not returned according to the labels.

Extra forms by request from the NG email address, not downloadable as could have multiple returns.

Return rate in 2007 for Parish Plan was 61% ; Aspiration this time it needs to approach this level.

6. **Venues and dates of open meetings**

Drop-ins for questions about Neighbourhood Plan and Vision:

Memorial Hall:

Wed 3rd April at the Exchange afternoon (1pm) and evening

Also 10th and 17th to be available

School: **Action: Dorothy** to contact Judi Webster (Chair of Governors) re a forum where someone from SG could be available to talk or answer questions. Governors interested?

7. **Communication and Awareness-raising strategy**

- Parish News – article sent in for April
- Westmorland Gazette – Simon to send to Ann the text in Parish News to Ann to include summary: warning that the Vision document is coming, then reminder to return it.
- Village Noticeboards and local pubs – A4 laminated posters
- Local website – Simon to ask Webmasters to put something under News and Events on main screen, visible without scrolling.
- WI – Dorothy to send paragraph to Ann and Denise that will be in the Parish mag to read out at WI meeting AOB on 20<sup>th</sup> March.

Damson Day Community tent

**Action: Dorothy** to contact Lorraine about NG presence. SG members will have spare forms.

8. **Cross Howe DCC meeting feedback**

The planning application for Cross Howe houses was approved 5-3 despite many inaccuracies and arguments against it. The feeling is that a worrying precedent has been set.

The implication is that small “windfall” plots will be put forward for development to avoid the requirement to include local occupancy and affordable housing. Windfall plots (not already earmarked for development) will therefore be open to small developments (up to 5 houses) without the need for affordable/local occupancy houses, and without any reference to the type of housing actually needed.

The Parish Council and Steering Group need to know whether a Neighbourhood Plan would, in reality, have any impact on planning decisions especially associated with these smaller windfall developments. If it will be a waste of time, then the SG members do not want to waste effort.

9. **Parish Council Annual General Meeting 21<sup>st</sup> May 2019**

Preparation deferred to next meeting.

10. **New SG members**

Steve to revisit the Young Farmers groups to see if anyone is interested.

11. **Date of next meeting** – on hold, pending clarity as described in item 8 above.