

## **Minutes of e-Meeting 22 of Crosthwaite & Lyth Neighbourhood Development Plan Steering Group 14<sup>th</sup> August 2020 at 9.30am**

**Present:** Simon Johnson (Chair), Lisa Bibby, Alan Gerrard, Graham Paine, Robert Sykes.

1. **Apologies:** Dorothy Grace

2. **Approval of Minutes for previous Meeting**

28<sup>th</sup> July 2020 – approved.

3. **Matters Arising:** None not already on the agenda.

4. **AECOM Affordable Housing Webinar**

SJ outlined the key points discussed during the AECOM webinar which addressed the provision of affordable housing within neighbourhood plans. There was significant discussion regarding the likely impact on planning policy to come from the UK Government's current white paper however the strong recommendation from AECOM was for neighbourhood planning groups to continue with their current activities as it remains very unclear to what extent and when any changes will be enacted.

Following the webinar it was clear that the process and activities being undertaken by the Crosthwaite and Lyth Steering Group reflect current best practice.

5. **Review of the revised Housing Needs Assessment Questionnaire**

The Steering Group have received a final version of the paper copy of the Housing Need Assessment Questionnaire, a link to the web based questionnaire and the covering letter from Megan Henderson for approval. The SG believed all the amendments had been incorporated but reserved approval until a final review.

Timings for the issue of the Questionnaire was agreed as 5<sup>th</sup> October 2020 with a return date of 9<sup>th</sup> November 2020.

**Action: All to have final review.**

6. **Communication**

Communication and engagement with Parishioners remains a concern of the Steering Group. LB and DG agreed to develop a draft communication plan exploring a broad range of formats and channels to address as wide a demographic as possible. This will be presented to the next SG meeting.

**Action: LB & DG**

7. **Castle & Coasts Communication**

The Parish Council have been approached by Castle and Coasts and this communication was delegated to the SG. The SG reviewed the communication and decided it currently falls outside their remit and deferred any response to Castle and Coast to the Parish Council.

**Action: AG & RS update PC at their meeting on 6<sup>th</sup> October**

**8. Issues and Options document**

GP & LB had updated and circulated a copy of the Issues and Options document. Due to the scope and importance of this document it was agreed that any discussion of this should be deferred to a meeting dedicated to its review.

**9. B4RN**

LB had been approached to enquire if the current B4RN fibre fliers could be distributed in the same mail shot as the Housing Need Questionnaire. SJ advised that the SG had already been approached by the PC and that, having consulted with Eden Council (who are undertaking the Housing Need Assessment) the strong advice was that no other documents should be circulated with the Housing Need Assessment Questionnaires.

**10. Date of next meeting**

To review Issues & Options document: Tuesday 22<sup>nd</sup> September at 14.00am