

**BARTON - UPON - HUMBER**  
**MINUTES of the NEIGHBOURHOOD PLANNING STEERING GROUP**  
**held in the Committee Room on Thursday 6 January 2022 at 6pm**

Mrs V Pettifer Chairman Via Teams.

Councillors N Pinchbeck, N Jacques (Barton Civic Society), J P Vickers and Mr I Lawless, Liz Bennett, A Chapman

In attendance: Ms T Broughton (Town Clerk) & Mr J Wilde Integreat Plus Planning Consultants Via Teams.

1. **Chair Welcome and Introductions**

Chairman welcomed Cllr A Chapman to the Steering Group

2. **Minutes of the meeting dated 21<sup>st</sup> October 2021 to be approved**

**AGREED**

**Proposed N Jacques, Seconded Cllr Pinchbeck**

To approve the minutes dated 21<sup>st</sup> October 2021 as a correct record of the meeting.

**Unanimous**

3. **Consultation update and further suggestions for future consultation**

It was reported that there was not a huge response on November 27<sup>th</sup> due to the cancellation of the Town Christmas event and the very bad weather, however the responses that were received have been collated. There was a further evening event due to comments made about further consultation on the 6<sup>th</sup> December, again this was poorly attended. Of the responses received most were in favour of the vision that has been developed. JW stated that at this point further progress with the project is advised and it would be beneficial to share with North Lincolnshire Council. LB expressed concerns that the Neighbourhood Plan documentation is being displayed on Town Council headed paper and this has sent her red flags. Other members agreed. Town Clerk explained that she has only done this to maintain professionalism and contact details whilst awaiting branding for the NP and once that is complete all documentation will be on the NP branded paper.

4. **Update and confirmation of further Sub-Group consultation**

a) **Housing Sub Group Meeting 14<sup>th</sup> December and recommendation from that meeting**

The Sub-group have been reviewing local sites such as St Marys. The group feel that it should be a priority to create a development brief for the St Marys Work site. JW agreed to assist with the development brief. Members discussed White Land and the definition which is land not designated for any purpose. JW explained that the development brief was a good way of controlling and influencing and could form part of the Design Code work in the future. It was also suggested to consider the Waterside site and the 1077 site. JW will send some examples of development briefs. A development brief has to be site specific within the NP and will have a policy that also can influence replacement dwellings, infill and backland development.

5. **Update Housing Needs Assessment progress and further update on any additional work related to Heritage Asset Assessment and Town Centre use.**

Housing Needs Assessment preliminary work has been passed over to AECOM who are producing the document as agreed by Locality. They will have a the draft document prepared in early February with a two week window for the group to review it.

Heritage Assessment and Town Centre Use review is a complex process and looks at every single Heritage site and building. It was stated that there maybe buildings not recorded on any map that should be considered as a non-designated heritage asset.

LB suggested to parcel the areas up into small areas and look for volunteer help to conduct this review. There is the possibility an MA Student may be interested in assisting. LB and NJ will follow up with a template and lead on the project. It was suggested to discuss with North Lincolnshire Council the priorities and capacities. LB will talk to NLC officers and seek verification. It was agreed that when reviewing Town Centre use it is important to include open spaces and include them in the above process.

6. **Project Time Line**

JW will commence drafting the policies and develop the objectives further. JW will start on the creation of the structure of the plan. Each sub-group are encouraged to contribute some sords to help create a historic sense and highlight the key issues. Also a summary of achievements is to be formed and JW will provide some examples. Chairman to write a foreword.

7. **Social media and website**

Steering Group felt it was appropriate to publicise the agenda and minutes on the Town Council website but keep the Neighbourhood Plan social media to more interesting and pictorial posts.

8. **Budget update**

£1307.50 has been spent on Planning Consultation, stationery and consultation boards.

9. **Date of next meeting**

17<sup>th</sup> February 2022 at 6pm

The Chairman Mrs V Pettifer closed the meeting at 18.50

..... Chairman                      6 January 2022