



Minutes of the Kelbrook & Sough Neighbourhood Plan Steering Group

Meeting no 8

Date and time: 17th July 2019 at 19:00.

Venue: Kelbrook and Sough Village Hall

Attendees:

Debbie Richardson (Chair), Val Kimberley, Audrey Wilson, Garry Wilson, Steve Petrovic, Linda Petrovic, Christine Wheatley, Alan Wheatley

Apologies

Matthew Kennedy, Paul Maskell, Isabel Wood, Andrew Oliver

- 8.1 Andrew Oliver has not attended the last three meetings. GW to contact and ask if he still wants to be involved.
- 8.2 Minutes of the last meeting were formally approved. Proposed by Val Kimberley, seconded by Garry Wilson
- 8.3 Actions from Minutes – see separate document on updated actions
- 8.4 Action 2.5 Parish Council funding. This action is now closed, the Parish council will continue to oversee the financial spending of the Steering Group. Approximately £1,200 has been spent to date, this includes the cost of paper, printing, post boxes etc.
- 8.5 Action 2.11 Residents are now recording wildlife etc on iRecord.
- 8.6 Actions 6.3. And 7.1. Actions closed and with the Parish Council. It will be established whether The Vicarage has permission to store stone. Euravia smell is being monitored. There is allegedly no toxicity other than that of a level with road traffic fumes. River Pollution will be monitored.
- 8.7 A separate questionnaire has been drafted for local businesses. Action 7.3 DR has sent out the business database to all Steering Group members. At the meeting, the work was spread amongst the group so DR will send out the updated database. It is intended that each business is interviewed using the business survey to drive the discussion. Should time permit businesses that operate from home will also be interviewed.
- 8.8 DR will draft the Poster Reminder aimed at reminding residents to complete their Neighbourhood Plan questionnaires. The draft will be circulated to the Steering Group prior to distribution. This cannot be done until the weekend.
- 8.9 Tourism and Leisure:- After a long debate on leisure, tourism and the data required the following was agreed.
 - 8.9.1 DR and VK will approach the hotels for information regarding tourists, if possible the number of tourists and where they are visiting.
 - 8.9.2 GW will survey walkers, cyclists and horse riders (movement) through the village to see if a more extensive survey is worthwhile.
 - 8.9.3 DR and AuW will research other approved village plans and bring to the next meeting.
- 8.10 Site Assessments. DR has been working on transferring the Pendle Site Assessment criteria to Excel. Additional information requested from the Planning Department will be sent to the



Kelbrook and Sough Parish Neighbourhood Plan Steering Group – Minutes

Parish Council. DR will distribute the Site Assessments criteria to Steering Group members. Data gathered from the residents questionnaires will be collated and understood prior to a meeting specifically for Site Assessments.

8.11 Update on Themes

- 8.11.1 Listed Buildings. GW would like some support with listing the buildings and open spaces. Additionally, there are a number of historic and picturesque views that need to be recorded. A discussion took place and it was agreed that Steering Group Members would take photographs of views/ open spaces etc and email to GW not only the view, but the location it was taken from and why it is a good view.
- 8.11.2 Transport. It was agreed that The Traffic in Villages Toolkit may prove to be something that we use after the development of the Neighbourhood Plan. It was also agreed that we do not have any local data on the movement of pedestrians/ tourists /traffic / hot spots across the villages. It was agreed that we can make some recommendations to Highways, particularly about the A59.
- 8.11.3 Department for Transport Traffic Data. AIW has researched the data available to verify the local issues that residents have raised concerns about. The data available was shown to the Steering Group. It was agreed that the data the council has is very thin and remains virtually unchanged in twenty years, which does not reflect the traffic issues we have in Kelbrook and Sough. AIW will continue to do research on traffic data, and the reports from SP and LP will supplement that work.

8.12 All data gathered on the Themes will form part of the policies we produce.

8.13 There being no other business, the meeting was closed.

Next Meeting – Wednesday 21st August at 7.00pm

A. Wilson, Secretary