



## **Minutes of the Kelbrook & Sough Neighbourhood Plan Steering Group**

Meeting no 7

Date and time: 19th June 2019 at 19:00.

Venue: Kelbrook and Sough Village Hall

Attendees:

Debbie Richardson (Chair), Val Kimberley, Audrey Wilson, Garry Wilson

Apologies

Matthew Kennedy, Paul Maskell, Isabel Wood, Andrew Oliver, Steve Petrovic, Linda Petrovic, Christine Wheatley, Alan Wheatley

- 7.1 Kirsty Sharratt and Michael Blakey have resigned from the Steering Group because they are too busy to provide help. They are still available for consultation.
- 7.2 Minutes of the last meeting were formally approved. Proposed by Garry Wilson, seconded by Val Kimberley
- 7.3 Actions from Minutes – see separate document on updated actions
- 7.4 Action 2.5 From CD email - as stated previously resources will be provided by the Parish Council. If it helps you to work towards an amount, the requested funding for 2019-20 is £2500. The Parish Council will decide what to do if your requirements are more
- 7.5 Two weeks ago the Neighbourhood Plan Surveys were delivered (480) and we already have 78 returned. DR checks the dropboxes every couple of days. Action 7.2 It is planned to send out a newsletter with an update and a reminder in the first week of July. Posters will be put up around the parish on 15th July and then a banner will be put across them on 26th July. Final date is 28th July 2019.
- 7.6 A separate questionnaire has been drafted for local businesses. Action 7.3 DR to send out the business database to all Steering Group members for the work to be spread amongst the group. It is intended that each business is interviewed using the business survey to drive the discussion.
- 7.7 Update on Themes
  - 7.7.1 Farming and land use. VK continues to gather information for the Farming and Land Use theme. She has spoken to most of the farmers in the parish. This will form part of the overall picture of industry in the parish along with the businesses and tourism/leisure.
  - 7.7.2 Register of listed buildings/assets. These are known and documented. GW has looked at buildings built pre 1850 and there are not many left of historical merit. A history of those that are will be written. The centre of the village still retains its character and will be detailed in a document. DR's house is a late build calico weavers house and will also be included in a report, along with the church, the shooting lodge, and others. The church clock may be of National Importance. The history of the church and the clock will be written and a separate listing made. The Parish of Kelbrook is now part of the diocese of Ripon. The vicarage is an 18th century farm house albeit that the front of the building has been altered. The building may be worthy of listing. A discussion followed concerning the condition of the right of way near to the vicarage which has been altered by the current occupant of the farmhouse and the amount of stone tipped around the vicarage land. GW



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- will look into this as it may be considered as an ‘Environmental blight’
- 7.7.3 Wildlife and Woodlands. Harwes Farm building is not sited within the Kelbrook and Sough Parish, however the woodland is, and it appears that the woodland once thought to be ancient woodland is sadly not, but can be classed as a veteran woodland.
- 7.7.4 Environment, flooding. No further work has been done on this.
- 7.7.5 Air quality , noise pollution etc will have a negative impact by the expansion of industries. SP has completed the collation of the information however, this will need to be incorporated.
- 7.7.6 Water quality. No further work has been done on this. Action 7.1 A discussion followed about water pollution and the industries that have access to the river from the local Industrial area in Sough and Kelbrook, such as the skip company and the washing out of the skips and where any cleaning/fluid etc can go? GW will bring pollution of the river to the attention of the Parish Council.
- 7.7.7 Transport. SP and LP have submitted a report on traffic within the parish. This was an excellent document and we would like to thank them for taking the time to document the information. A discussion followed resulting in an agreement and acknowledgement that traffic is an issue and that traffic management should be further investigated to improve the relationship between traffic and residents. This would include understanding the volume of traffic and inflows, parking, parking zones, pavements, better and localised traffic signage, speed etc. It may also include a helpful discussion with the council. There is a ‘Toolkit’ for traffic in Villages and it has been used by authorities nationally. This document may prove to be useful to us as a group for the village. The document addresses road management yet reinforces the importance of local village identity and its distinctiveness against a background of growing traffic volumes. The document can be accessed at [Hamilton-bailie.co.uk/uploads](http://Hamilton-bailie.co.uk/uploads). The document and its use will be further discussed at the next meeting.
- 7.7.8 Education. AW has visited the nursery and will submit a report on this visit. She also has a date to visit the school and will report back once that has happened.
- 7.8 Tourism and Leisure. A proposal has been submitted and will be approved in July. In Kelbrook and Sough there are a number of pubs, two hotels and some holiday homes. There are a many visitors to the area however data is required to determine how many. The methodology used in the Traffic Toolkit may be able to be transferred from vehicles to people. Action 7.4 To be added to July Agenda
- 7.9 Housing Site Assessment. It was agreed that we will conduct the assessments using the matrix from Pendle council, sites identified on the Pendle SHLAA and other potential housing sites. Action 6.6 DR to collate the criteria for the Steering Group to review the criteria at the next two meetings. This has started but not completed. It will be done by the July meeting
- 7.10 Any Other Business - Please note that the meeting to be held on the 18th of September will be changed to the 25th of September and the meeting on the 16th of October will be changed to the 23rd of October. Action 7.5 DR will contact CD to book the village Hall.
- 7.11 There being no other business, the meeting was closed.

Next Meeting – Wednesday 17th July at 7.00pm

A. Wilson, Secretary