

**MINUTES OF THE PARISH LIAISON MEETING
WEDNESDAY, 15th March 2017**

Attendance

Alison Wright, Heather Parish Council
Andrea Robinson, Ashby Woulds Town Council
Andrew Hogsden, Coleorton Parish Council
Arthur Granger, Ibstock Parish Council
Barbara Granger, Ibstock Parish Council
Cathy Tibbles, Whitwick Parish Council
Chris Robinson, Swebstone Parish Council
Colin Manifold, Measham Parish Council
Dawn Roach, Measham PC
Debbie Warren, Oakthorpe, Donisthorpe & Acresford PC
Derek Howe, Whitwick parish Council
Fiona Palmer, Castle Donington Parish Council
Gill Simkiss, Lockington & Hemington Parish Council
Helen Foster, Swannington Parish Council
Jack Fargher, Ashby de la Zouch Town Council
Jan Shepherd, Heather Parish Council
Karen Edwards, Packington Parish Council
Karen Turrell, Measham PC and Ellistown & Battleflat PC
Les Hollis, Belton Parish Council
Martin Buczkiewicz, Osgathorpe Parish Council
Maureen Havers, Charley Parish Council
Michael Specht, Coleorton Parish Council
Mike Fairlamb, Osgathorpe parish Council
Nick Antill-Holmes, Oakthorpe, Donisthorpe & Acresford PC
Nicola Burbidge-Mullen, Belton Parish Council
Norman Williams, Belton Parish Council
Pat Thomas, Ashby Woulds Town Council
Paul Holliday, Swannington Parish Council
Ray Woodward, Whitwick Parish Council
Russell Johnson, Hugglescote & Donington le Heath PC
Sam Lockwood, Breedon Parish Council
Simon Jones, Breedon Parish Council
Simon Weaver, Hugglescote & Donington le Heath PC
Steve Palmer, Hugglescote & Donington le Heath PC
Sue Colledge, Whitwick Parish Council
Vic Whitehouse, Swannington Parish Council

Guests

Jake Atkinson, LRALC
Derk van der Wardt LCC
Paul Collett NWLDC Community Safety Team Leader
Mark Wilson LCC Prevent Officer

Apologies

Shaun Ambrose-Jones, Castle Donington PC
Vicky Roe, Kegworth Parish Council

Officers

John Richardson, NWLDC, Head of Community Services
Ian Nelson, NWLDC, Planning Policy Team Manager
Daphne Robinson, NWLDC, Community Focus Officer
Gillian Squires, NWLDC, Community Focus Officer
Emma Trahearn, NWLDC, Community Focus Team Leader
Val Barsby, NWLDC, Stronger & Safer Support Officer (mins)

	Detail	
1.	<p>WELCOME AND INTRODUCTION</p> <ul style="list-style-type: none"> • John Richardson, Head of Community Services, welcomed everyone to the meeting. These meetings are an opportunity to work together, any specific locality questions can be raised in the networking opportunity. • John reported the changes to the agenda – the addition of the Parish updates and an opportunity for networking at the end as suggested through our evaluation forms. John reiterated to please provide us with feedback as it helps to shape future meetings. 	
2	<p>PLANNING Local Plan update – Ian Nelson, Planning Policy Team Manager</p> <ul style="list-style-type: none"> • Ian Nelson reported two more days have been allocated for additional debate at the Local Plan Examination– 21st & 22nd March. • The District Council plan to review the Local Plan early next year, the current Housing and Employment study has shown a lower need for housing than we were planning for, but we will continue with current numbers as other areas such as Leicester City have a high need which they believe they cannot meet. • In terms of employment the evidence is suggesting we will need some more land but this is not yet urgent, and it can be done as part of the review early next year. <p>The Gypsy and Travellers Site Allocation Plan</p> <ul style="list-style-type: none"> • Assessment of need study is nearly completed; draft plan will go to council in September. • Changes to the definition of the term ‘traveller’ may mean less sites are required than previously envisaged. 	
3	<p>HOW LCC CAN ENGAGE WITH PARISH COUNCILS – Derk van der Wardt, Consultation & Engagement Manager, Leicestershire County Council (LCC). Derk outlined the strategic and operational relationships between the LCC and Parish Councils.</p> <ul style="list-style-type: none"> • The draft copy of Communities Strategy went to Cabinet on Friday – a copy can be circulated. Derk outlined the 4 main priorities. • Derk spoke about the Neighbourhood Planning network http://www.leicestershirecommunities.org.uk/np/. • Derk informed the meeting about the Shire Community Grants Scheme Available from April 2017 which supports projects such as Good Neighbour scheme http://www.leicestershirecommunities.org.uk/grants/. • Members were encouraged to fill in the Highways Maintenance consultation survey before 26th March 2017 https://surveys.leics.gov.uk/snapwebhost/s.asp?k=148544821933. 	
4	<p>COMMUNITY FOCUS UPDATE - Emma Trahearn, Community Focus Team Leader</p> <ul style="list-style-type: none"> • Emma outlined the spring clean community litter pick and said she will bring the stats to the next meeting. <p>Members of the parish council expressed their thanks to the teams involved on behalf of their parishioners.</p> <ul style="list-style-type: none"> • The Joint Charter is being reviewed. The parish council working group have reviewed the document and feedback comments. It is now being circulated 	ET

	to NWLDC internal departments for their comments. Any updates will be shared with the working group.	
5	<p>PARISH UPDATES</p> <p>Ashby de la Zouch Town Council – Jack Fargher, Town Clerk and Karen Edwards, Deputy Town Clerk.</p> <ul style="list-style-type: none"> • Ashby Neighbourhood Plan (NP) - Karen updated the group with the progress of the plan which will go for examination in the autumn. Suggested information to read before starting a neighbourhood plan http://www.ourneighbourhoodplanning.org.uk/storage/resources/documents/How_to_designate_a_neighbourhood_area2.pdf <p>Grants http://mycommunity.org.uk/funding-options/neighbourhood-planning/.</p> <ul style="list-style-type: none"> • Ashby project – Jack set out how the Ashby NP has supported the development of the Ashby Project in order to address issues raised by resident, businesses and groups that could not be included in the Ashby NP. The Ashby Project is looking at splitting Ashby into three ‘quarters’, Cultural & Leisure quarter, Business quarter and Heritage quarter and will focus on things like branding, linkages, and open spaces. <p>Oakthorpe, Donisthorpe & Acresford Parish Council – Nick Antill Holmes, Vice Chairman.</p> <ul style="list-style-type: none"> • Parish council Health check training – Nick comment how beneficial the recent health check training provided by Jake Atkinson was for both the Councillors but also the Clerk and he recommended it to everyone. http://www.leicestershireandrutlandalc.gov.uk/list-of-courses.html 	
6	<p>LRALC UPDATES – Jake Atkinson, Chief Officer</p> <p>Jake gave a presentation on LRALC matters:</p> <ul style="list-style-type: none"> • Transparency code training for NWLDC on 30th March (book with LRALC if interested). • New Training and Advice officer role being recruited – this will mean more training opportunities. 	
7	<p>PREVENT AGENDA – Mark Wilson, Prevent Officer LCC</p> <ul style="list-style-type: none"> • Mark gave a presentation outlining the Prevent agenda – for further information and training opportunities please contact Paul.Collett@NWLeicesershire.gov.uk. 	
8.	<p>COMMUNITY SAFETY – Paul Collett, Community Safety Team Leader.</p> <ul style="list-style-type: none"> • Paul introduced the team and outlined the priorities for the coming year. • Paul encouraged members to contact the Community Safety Team for support with ASB, safeguarding or any other issues which they may need help or support with – community.safety@nwleicestershire.gov.uk. 	

9	<p>FUTURE AGENDA ITEMS</p> <p>7 June 2017</p> <ul style="list-style-type: none"> - Update on road closure work - NWLDC Grounds Maintenance – here to help <ul style="list-style-type: none"> • Memorial Testing • Tree Management • Play Equipment checks - NWL Commemorate WW1 - NWL Heritage Festival <p>6 September 2017</p> <ul style="list-style-type: none"> - Update on the dry recyclable procurement - New guidance on litter picking on verges <p>If you have any items for a future parish liaison please contact Emma Trahearn emma.trahearn@nwleicestershire.gov.uk / 01530 454 567.</p>	
10	<p>DATES OF FUTURE MEETINGS 4.45pm for 5pm start</p> <ul style="list-style-type: none"> • Wednesday 7 June 2017 • Wednesday 6 September 2017 • Wednesday 29 November 2017 	