

**MINUTES OF THE PARISH LIAISON MEETING
WEDNESDAY, 8 JUNE 2016**

Attendance		
Shaun	Ambrose-Jones	Castle Donington Parish Council
Richard	Bailey	Charley Parish Council
Carole	Bramley	Worthington Parish Council
Mike	Broad	Whitwick Parish Council
Nicola	Burbidge Mullen	Belton Parish Council
Helen	Dalton	Ellistown & Battleflat Parish Council
Dave	Everitt	Whitwick Parish Council
Mike	Fairlamb	Osgathorpe Parish Council
Steven	Flook	Packington Parish Council
Helen	Foster	Swannington Parish Council
Paul	Goodman	Ellistown & Battleflat Parish Council
Arthur	Granger	Ibstock Parish Council
Barbara	Granger	Ibstock Parish Council
Maureen	Havers	Charley Parish Council
Andrew	Hogsden	Coleorton Parish Council
Les	Hollis	Belton Parish Council
Sam	Lockwood	Long Whatton & Diseworth Parish Council
Colin	Manifold	Measham Parish Council
Sue	McKendrick	Ashby Woulds Town Council
Chris	Miles	Packington Parish Council
Fiona	Palmer	Castle Donington Parish Council
Dawn	Roach	Measham Parish Council
Andrea	Robinson	Ashby Woulds Town Council
Chris	Robinson	Sweepstone Parish Council
Jan	Shepherd	Heather Parish Council
Michael	Specht	Coleorton Parish Council
Pat	Thomas	Ashby Woulds Town Council
Simon	Weaver	Hugglescote & Donington le Heath Parish Council
Vic	Whitehouse	Swannington Parish Council
Emma	Whitehouse	Measham Parish Council
Michael	Williams	Measham Parish Council
Norman	Williams	Belton Parish Council
Guests		
Jake	Atkinson	LRALC
Mike	Crowe	Westcotec
Lee	Quincy	LCC
Chris	Spinks	Westcotec
Apologies		
Martin	Buczkiwicz	Osgathorpe Parish Council
Brian	Duncombe	Swannington PC/Charley PC
Jack	Fargher	Ashby de la Zouch Town Council
Vicky	Roe	Kegworth PC/Packington PC
Gill	Simkiss	Lockington cum Hemington PC
Lindsay	Swinfield	Appleby PC, Oakthorpe, Donisthorpe & Acresford PC
Alison	Wright	Heather Parish Council
Officers		
John	Brown	NWLDC, Civil Contingencies Officer
Wendy	May	Community Focus Team Leader
Katie	Mills	NWLDC, Planning Policy Team Leader
Jim	Newton	NWLDC, Head of Planning & Regeneration
John	Richardson	NWLDC, Head of Community Services
Catherine	Ridgway	NWLDC, Community Focus Officer
Daphne	Robinson	NWLDC Stronger & Safer Support Officer

Minute No.	Detail	
1.	<p>WELCOME AND INTRODUCTION</p> <ul style="list-style-type: none"> John Richardson, Head of Community Services, welcomed everyone to the meeting especially people new to these meetings. These meetings are an opportunity to work together but not dwelling on specific locality questions. John welcomed clerk Mike Broad, new clerk to Whitwick Parish Council, bid farewell to Lorraine and Phil Ellis at Whitwick and Paul Goodman at Ellistown & Battleflat Parish Council and congratulated Whitwick Parish Council on receiving the NALC 'Council of the Week' award in May 2016. 	
2.	<p>PLANNING - Katie Mills, Planning Policy Team Leader</p> <p>Katie Mills reported:</p> <p>a) Local Plan</p> <ul style="list-style-type: none"> The proposed publication version of the Local Plan will be reported to full council on 28 June 2016. There will then be a six week consultation period followed by submission of the plan to the Planning Inspectorate in September 2016. Limits to Development have been revised following the consultation on the limits but remain the same as included in the draft Local Plan. <p>b) Self Build Register</p> <p>Anyone interested in a self build project is encouraged to register on the Self Build Register and check further information on the district council website - http://www.nwleics.gov.uk/pages/self_build</p> <p>c) Neighbourhood Plans</p> <ul style="list-style-type: none"> Leicestershire County Council holds quarterly Neighbourhood Planning Networking events for parishes including workshops. Jake Atkinson, LRALC Chief Officer, offered support to any parishes wishing to undertake a Neighbourhood Plan. The Ashby Neighbourhood Plan is being reported to Cabinet on 14 June 2016. It was agreed to invite Ashby de la Zouch Town Council to either the next Parish Liaison meeting or a planning workshop being planned for September to share their experiences. <p>c) Section 106 and Community Infrastructure Levy training</p> <p>Catherine Ridgway reported that another training session on Section 106 and the Community Infrastructure Levy is planned for 16 June 2016 6pm – 8pm at the council offices, Coalville.</p>	
3.	<p>MULTI VEHICLE ACTIVATED SIGNS – Mike Crowe and Chris Spinks, Westcotec and Lee Quincey, Safe & Sustainable Team Manager, Leicestershire County Council</p> <ul style="list-style-type: none"> Lee Quincey gave a presentation on Community Speed Watch (CSW) and Multi Vehicle Activated Signs (MVAS). Training and support is available from LCC to parish councils or formal action groups in communities to use radar speed guns to identify speeding drivers. The Mobile Vehicle Activated Sign scheme uses battery operated signs to either display vehicle speed or a reminder of the speed limit. Information is available on the website www.bealocalhero.com, telephone 0116 3057233 or email speedwatch@leics.gov.uk Chris Spinks of Westcotec gave a presentation on Multi Vehicle Activated Signs (MVAS). Westcotec designs, manufactures, installs and maintains 	

	<p>vehicle activated signs. The signs cost £2,600 - £3,000. It is recommended that signs are relocated every three weeks for maximum effectiveness. Data collection is an optional extra to purchase with the signs.</p> <p>Lee Quincey to:</p> <ul style="list-style-type: none"> • Chase up outstanding requests for MVAS in NWL • Check the position with planning officers on grants from developers for traffic calming on developments of 3 or 4 houses. • Check if the MVAS signs can facilitate 'you are entering a speed check area'. <p>Catherine Ridgway to:</p> <ul style="list-style-type: none"> • Co-ordinate responses from parishes interested in potentially pursuing this initiative (as expressed on the evaluation form). • To email parish councils who completed the evaluation form to advise of full council support required and response deadline (end Sept 2016). • To liaise with LCC on responses received. 	<p>LQ</p> <p>CR</p>
4.	<p>PARISH COMMUNITY RESILIENCE PLANS – John Brown, Civil Contingencies Officer</p> <ul style="list-style-type: none"> • John Brown gave a presentation on Community Resilience Plans. The Pitt Review recommended that resilience plans should be developed to local levels. Templates for plans are available on the Local Resilience Forum website - https://www.llrprepared.org.uk/ • John is happy to visit parishes to support the preparation of a plan. Contact details for John are – john.brown@nwleicestershire.gov.uk tel 01530 454680. 	
5.	<p>NORTH WEST LEICESTERSHIRE PLAYING PITCH STRATEGY – John Richardson, Head of Community Services</p> <p>John Richardson reported on work being carried out by consultants on a formal playing pitch strategy within the district. This will continue for the next 9 – 12 months. Please contact John Richardson for more information – john.richardson@nwleicestershire.gov.uk</p>	
6.	<p>NORTH WEST LEICESTERSHIRE CAR PARKING STRATEGY UPDATE – John Richardson, Head of Community Services</p> <p>John Richardson reported that consultants have now started work on phase two of the car parking strategy. Community Focus officers will be setting up meetings with parishes who responded to the initial request for information. Updates will be reported to future parish liaison meetings.</p>	<p>ET/CR/ GS JR</p>
7.	<p>PARISH/TOWN CLERKS NETWORK UPDATE – Andrea Robinson, Clerk to Ashby Woulds Town Council</p> <p>Andrea Robinson reported that the next meeting of the Clerks Network will be on 14 June 2016 at 1pm at Whitwick Parish Hall and all clerks are invited. If any clerk has not received an invitation to the network please contact Andrea at clerk@aw-tc.co.uk</p>	<p>ALL</p>
8.	<p>COMMUNITY LIBRARIES IN THE DISTRICT – update</p> <p>This item is deferred to the next meeting.</p>	<p>DR</p>

<p>9.</p>	<p>JUNE EVENTS AND FUNDING OPPORTUNITIES – Wendy May, Community Focus Officer</p> <p>Wendy May reported on events across the district over June (some of which had received Small Grant Scheme funding).</p> <p>Funding opportunities:</p> <p>Small Grant scheme - up to £500 available for new and innovative projects for community and voluntary groups – 50% match funded.</p> <p>Coalville Special Expenses Community Chest - up to £250 to support community activities to meet the needs of residents in Coalville, Bardon, Snibston, Thringstone and Greenhill.</p> <p>Green Grants - up to £500 for environmentally focussed community projects - available to groups and organisations. Cash match funding of £500 is required.</p> <p>Green Shoots - Narcissi, daffodil, crocus and bluebell bulbs are on offer on a match-funding basis. Minimum order of 2000 bulbs required. 1000 bulbs - £100 approx - minimum £100 cash match funding required.</p> <p>In partnership with the National Forest Company:</p> <p>Free Tree Scheme – two free trees to every household in the district. The scheme has already seen thousands of trees planted across the district.</p> <p>Hedge Fund – open to parish councils, landowners, local groups and schools - up to 30 metres of native hedging.</p> <p>Urban tree planting – a small budget remains for urban tree planting. Any parishes interested in urban tree planting should contact their Community Focus Officer: catherine.ridgway@nwleicestershire.gov.uk emma.trahearn@nwleicestershire.gov.uk gillian.squires@nwleicestershire.gov.uk</p>	
<p>10.</p>	<p>LRALC updates – Jake Atkinson, Chief Officer</p> <p>Jake Atkinson reported on the following issues:</p> <p>National</p> <ul style="list-style-type: none"> • EU Referendum and Purdah • Tenth edition of ‘Charles Arnold Baker’ • NALC/LGA joint conference on Devolution • National pay award - 1% with effect from 1 April 2016. • Transparency Fund 2016-17 – applications can be made for new websites and ongoing costs. • New ruling exempting small developments from affordable housing and financial contributions - http://www.leicestershireandrutlandalc.gov.uk/news/2016/05/new-ruling-exempts-small-developments-from-affordable-housing-and-financial-contributions <p>Local</p> <ul style="list-style-type: none"> • New LRALC briefing on the role of Chairman. • New training courses – please let Jake know any training requirements - admin@leicestershireandrutlandalc.gov.uk 	

	<ul style="list-style-type: none"> • LRALC Strategic Plan 2016-19 & Member Survey • LCC parish website server shuts down on 31st August 2016 – all data will be lost when the site closes down. • Annual Parish Council conference 6 July 2016 5-9pm organised by Leicestershire County Council (highways maintenance and parish resilience plans are on the agenda). 	
9.	DATES OF FUTURE MEETINGS 4.45pm for 5pm start 7 September 2016 7 December 2016	

The meeting commenced at 5.00 pm and closed at 6.26pm