

**STAINFORTH TOWN COUNCIL.**  
**MINUTES OF THE NEIGHBOURHOOD PLAN WORKING GROUP**  
**MEETING**  
**HELD ON TUESDAY, 5<sup>TH</sup> DECEMBER 2017 AT 2.00PM IN THE**  
**TOWN COUNCIL CHAMBER**

**PRESENT:** Cllrs. K. Allsopp, P. Bedford, S. Bolton, W.S.Q. Cook,  
Mrs A. Sylvester, Mr. F. Turner, Louise Kirkup (Kirkwells)  
and the Deputy Clerk, Mr. P. Goodman.

**RECEIVE APOLOGIES FOR ABSENCE.**

Cllr. G. Derx – prior commitment.

**CONSULTANT**

Cllr. Bedford introduced Louise Kirkup from Kirkwells a consultancy specialising in town planning and neighbourhood plans.

Ms Kirkup explained that as a company they had already been involved with 150 parish and town councils in helping them to devise their neighbourhood plan.

She would be able to help in the following ways:

- The writing of the final document
- The collecting of evidence
- Access to funding
- Production of a 20 page 'Issues and Options' document following initial 'Group Visits' using the group's notes
- By attending 4-5 meetings a year

With reference to funding, Ms Kirkup explained that current funding was available for costs until the end of March when a new batch of funding would be available. Money was usually available within 2-3 weeks.

It was decided to apply for some interim funding to help with the following:

- initial information gathering
- typing up notes
- more advertising (Thorne Times, Thorne Radio)
- help with including information on the website
- a launch event.

It was noted that funding could not be applied for retrospectively.

**INTEREST GROUP VISIT REPORTS**

**Businesses** Cllr Bolton and Mr Turner had visited the shops on Kirton Lane. Cllr Bolton was aiming to have finished talking to the businesses by the end of January.

**Miners** Cllr Allsopp and Cllr Bedford had been to talk to the Hatfield Colliery Miners Group where they were warmly welcomed and received offers of help. There would be no need to revisit this group until the 'Issues and Options' document had been produced.

**South Bramwith** Cllr Cook will talk to the people of South Bramwith by the end of January. He will enlist the help of David Marshall to do this.

**Taras** Mrs Sylvester agreed to take over responsibility for visiting the Taras from Cllr Cook. Cllrs Bedford and Bolton will provide her with the contact information.

**Churches** Mrs Sylvester had spoken to groups at St Mary's and the Catholic Church. Cllr Cook will speak to the Methodists tomorrow.

**Allotments** The Clerk had spoken to Christine Ruane and given her some flyers. She will report back.

It was agreed to provide evidence in the following format:

- Date spoken to
- Name of group
- Key points

#### **NEXT STEPS**

Cllr Bedford to start applying for funding.

The Clerk to talk to the Travellers and Schools in the new year.

#### **DATE OF NEXT MEETING**

16<sup>th</sup> January 2018 at 2.00pm

There being no further business the meeting closed at 3.25pm