



## LOOSE PARISH COUNCIL

### **Minutes of the Neighbourhood Planning Steering Group held on Tuesday 22 April 2025 at 10.30am**

**Present:** Mick Westwood (Chairman) (MJW, Jim Andrew (JA), Peter Gardner (PG), Tony Oliver (TO), Anton Roszynski (AR), Carol Westwood (CW)

Assistant Clerk: Janet Burnett (JB) who took the minutes.

1. Apologies were previously received from Rhiannon Cox and Simon Green (SG).
2. Minutes of the meeting of 1 April 2025 were approved and signed by the Chairman.

3. VSM Share set up was discussed.

It was AGREED that items / work to be shared would be sent through to JB to place on the VSM share folder.

Later in the meeting it was agreed that JB would set up two folders for each policy area that is being looked at, one for current documents the other for historical documents.

Action: JB

4. Neighbourhood Plan Area Designation Update

MJW reported that the Area Designation is with 'MBC management'. Tovil's Area Designation is also with MBC. Cllr Paul Wilby has put in a request for an update on Neighbourhood Plans to go on the agenda for a planning meeting.

Tovil's application does not include Saxon Way or Cripple Street, but does include the part of North Loose up to Armstrong Road and Enterprise Road.

Action: JB to chase MBC at the beginning of May.

5. Skeleton Plan - Members updated on their reviews of policy areas

- About Loose - RC to meet with MJW regarding her work on Housing and Employment. JA mentioned the two distinct parts of Loose, North Loose which is urban / ribbon development and the South which includes the valley. The area needs to be looked at as a total.
- Community Facilities - AR and CW have met and started looking at what could be included in the Community Facilities.
- Getting Around – AR and CW are looking at: car parking, pinch points, Wheatsheaf, Swan and Linton crossroads, Boughton Lane and the Schools. AR to contact the Ramblers Association.
- Green Spaces – CW and JA are yet to meet on this.
- Heritage and Character Assessment – awaiting SG return, then meet with the Historical Society.

Action: JB to chase Housing Needs Survey and Conservation Area Appraisal.

6. Arrangements and Publicity for: Presentation and Exhibition 11th June and Loose Fete 14th June.

- It was agreed that someone would be counting visitors in and asking them to identify their home / business address on a map with a small round sticker.
- Because of timing the group AGREED to go with Net Publicity for the leaflet advertising the presentation.
- The leaflet was discussed and changes made. MJW to circulate the amended version. 4000 leaflets were agreed with 3500 for distribution and 500 for the duck race.

Action: JB to contact the printers and order the leaflets.

- Feedback forms to be designed for feed back at the events for each draft plan and policy heading.

Action: All

- Laminated posters A3 and A4 to be placed on the noticeboards and around the Parish using an appropriate colour paper – pale green was discussed.
- Volunteers to put up posters and take into shops / businesses.

Action: MJW to design poster and circulate. JB to source paper.

- Tables and display boards to be set up around the room for each policy area.
- At the fete a rolling screen of Alison's presentation to be on a laptop.

Action: JB to circulate a rota to cover the NP tent from 12pm until 4pm

7. Proposal to set up a stall at Loose Duck Race 26th May

- It was AGREED to hand out leaflets at this event.

Action JB to ask permission from LAA, JA, PG and JB to attend and hand out leaflets.

8. AOB - none

9. Date of next meeting – 20 May 2025, 10.30am at JA address

Meeting closed 12.25pm

**Signed Committee Chairman .....**

**Dated: .....**