

# Tuxford New Neighbourhood Plan Group Meeting – 25<sup>th</sup> January, 2024

## Notes, summary of actions and next steps

The meeting was well attended with the majority of the NPG present, as well as Will Wilson and Helen Metcalf to provide professional guidance.

### Key points:

- Will Wilson at BDC has access to maps of Tuxford (including the whole area to be covered by the New Neighbourhood Plan) with all combinations of information. A set of A3 blank maps and A3 outline (Conservation area, development boundary and Commercial centre) is with me for use. He has asked that all requests for additional maps be channelled through me so we can consolidate.
- The minimum additional housing units required to be delivered in Tuxford under the BDC Plan is 252. Of this:
  - o Ashvale Road Estate has delivered 86 units
  - o Other smaller developments and individual houses have (or planning permission has been granted) to deliver an additional 12 units
  - o The Ollerton Road site (HS14) is planned to provide an additional 75 units
  - o That leaves a balance of 78 which must be allocated under the Tuxford New Neighbourhood Plan (TNNP)
  - o In this regard, Steve Board made the highly relevant comment that whilst the general term is either “Housing” or “units” this could be houses of all types as well as apartments and or studios, retirement/assisted living etc. It is not just to be thought of as family housing.
  - o Also, though it was not discussed, Tuxford’s overall commitment, aligned with Bassetlaw, is to provide a minimum of 25% affordable housing.
- The first objective is to provide Helen with the input she requires in order for her to create a draft TNNP document by the end of March, 2024. In practical terms, this means getting her all input by the 7<sup>th</sup> March latest. The starting point will be the current NP document, a pdf of which is attached to this note for reference. This will also be uploaded to the Tuxford Town Council website New Neighbourhood Plan Library
- Each group volunteer now has a theme (one or more) to join, as identified on the updated excel sheet attached and at the end of this as an appendix.
- One small change is for heritage and the visitor economy to be covered by Infrastructure and Community theme, as proposed by Diane and Sally.
- Note that Peter Downing has decided to withdraw from the NPG, his place on Town Centre Economy will be covered by Simon Richardson.
- We have secured technical support for:
  - o A traffic survey, which will take place in March, 2024
  - o A Route realignment design and outline costing resulting from the above (note this is not technically part of the NP process, but would impact it significantly)
  - o A Masterplan for the whole of Tuxford
  - o See AP for RW to pursue technical support for a call for sites
- Once the Draft NNP document is in place – which will use the current NP document as a starting point – the process will be to submit that for review by the community, and ensure there is plenty of time, via open sessions, to review the plan and provide input before it is finalised as a draft.

- Alongside this process, the other additional documents, such as the results of the traffic survey, the masterplan etc. are added as they become available. In an ideal world we would like to have this by end July.
- BDC then ensures the various authorities have a chance to provide comment and input
- Any necessary updates are then made to the Draft plan, and it is then submitted for public consultation for several weeks, and the various authorities will then get a chance to comment on the final draft before it is submitted for inspector review and referendum
- Once it has passed Inspector review and has been voted for by more than 50% of those residents in Tuxford who vote, it is then adopted by BDC and becomes part of the BDC Plan.

### **Action Points:**

RW to pursue AECOM re Call for Sites and details on the Masterplan process

Frank and Katie are going to see how to engage with young people, ideally to get one or two to join the Community and Infrastructure theme.

RW and SR to chase up Tuxford Academy parent company to establish what the actual situation is re capacity and what their plans are to meet the planned additions.

?David Greenwood was going to chase up a permanent wheelchair user to provide user insight to the Traffic and Parking and Community and Infrastructure themes.

RW and Jo to consider how best to create a Facebook presence which would not be swamped by spam and/or irrelevant comments in order to promote the activities and secure further input (See note below)

Jo commented she was going to do a business audit, by getting in direct contact with every company and sole trader she can find in Tuxford (i.e. in the overall area covered by the TNNP). She will do this together with Simon Richardson and Keith Rutherford, who are all in contact with each other. Any others who have contacts with (or, indeed, work in or own) any business, please get in contact with Jo directly at [jo@jllservices.co.uk](mailto:jo@jllservices.co.uk)

RW volunteered to create any new online questionnaires as requested by any Theme – on an as-needed basis.

Each Theme leader, as noted in the attached spreadsheet, should now plan to have a couple of sessions with their relevant volunteers in order to carry out the Next Steps below.

### **Next Steps:**

As we are starting from the current NP document, each Theme leader should go through that at whichever their first meeting is, and identify things they feel need changing, things which are missing and they feel need adding and things which should be removed altogether. This is a really useful first step to ensure everyone in the group is aware of what they need to find out.

Consider what evidence you will need to get to enable you to decide what to write for each new section. It is useful to review the format of the NP document to understand this. The general layout is: an introduction to the topic, why it matters, what the community wants (which will require

evidence to support it), and then a concise, single sentence or two which will form a Policy – or be combined with other elements to form a Policy.

Maps in support of the proposals are particularly useful and as your plans mature, BDC will provide relevant base maps for annotation.

Photographs are also incredibly useful – they not only provide evidence they make the document easier and more attractive to read and understand. We also need to remember that we will be needing to engage with the Community – that will be via maps, Powerpoint or similar type presentations and presentation boards. The more graphics we have ready for this, the better.

As we develop input, we should ensure it is made as tidy as possible and uploaded to the TTC NP area website library.

I have committed to create online questionnaires. These are run in MS Forms, which have some limitations but have the great advantage that the output can be turned into Excel data and analysed.

I suggest short, focussed questionnaires of perhaps six to eight questions are most likely to generate a good response rate.

Status on my committed activities:

- a. Facebook. Jo and I have looked at this (which means Jo has, and I have watched!). We feel the best approach is to have a FB page, like a company page, where we could have a limited set of posts (for example, one for each Theme) where people can post comments, rather than just an open Group, such as Tuxford Chat, which would need to be managed quite intensely. I hope to get that running in the next few days and will send a separate note about that.
- b. I shall pursue with Will Wilson best practice on how to run a Call for Sites and will report back. I shall do that during this week

## **Useful information**

The Tuxford Town Council website for the New Neighbourhood Plan is at:

<https://www.tuxfordtowncouncil.gov.uk/neighbourhood-plan>

I shall get the full set of documents uploaded to the library by the end of this week, I hope

Bassetlaw DC's Know Your Place – Tuxford contains an interactive map where you can turn on and off the various layers of information. Once you get used to it – it is pretty intuitive – it is incredibly useful and an effective way to look at spatial information

<https://www.bassetlaw.gov.uk/planning-and-building/planning-services/neighbourhood-plans/know-your-place/know-your-place-tuxford/>

For reference, the data and documents relating to the current NP (including the NP document itself) are at

<https://www.bassetlaw.gov.uk/planning-and-building/planning-services/neighbourhood-plans/all-neighbourhood-plans/tuxford-neighbourhood-plan/>

For those who are interested in the status (and all the documents) related to the Draft Bassetlaw Plan, the home page is at

<https://www.bassetlaw.gov.uk/planning-and-building/the-draft-bassetlaw-local-plan/bassetlaw-local-plan-2020-2037-publication-version-august-2021/>

The current version of the map of Tuxford, which is an A3

<https://www.bassetlaw.gov.uk/media/5997/tuxford-a3.pdf>

For those interested in the latest Land Availability Assessment document for Bassetlaw (Which includes areas in and close to Tuxford), it is at

<https://www.bassetlaw.gov.uk/media/6884/final-laa-housing-paper-may-2022.pdf>

A note about this: most local councils don't actively promote this standard document, not because of anything underhand but just because it is a list of sites which have been brought forward. It does not mean they are approved, or that they will become built sites, it is just that someone has proposed them.

The consultant's report on the "reasonable alternative" sites around Tuxford is at

<https://www.bassetlaw.gov.uk/media/6679/cd-015-bassetlaw-site-assessment-landscape-study-addendum-january-2022.pdf>

## Appendix: Names and emails for NPG as of 28<sup>th</sup> January, 2024

First Name	Surname	Organization/Reference	Email	Share	Theme
Michael	Barnard	Resident - Lincoln Road	<a href="mailto:barnades@mac.com">barnades@mac.com</a>	Y	Traffic/transport/cycling/parking
Norman	Birkett	Resident - Tuxford	<a href="mailto:norm1941@hotmail.co.uk">norm1941@hotmail.co.uk</a>	Y	Community and Infrastructure/Heritage
Steve	Board	Resident - Long Lane	<a href="mailto:Steve.Board&lt;steve@autopeople.co.uk&gt;">Steve.Board&lt;steve@autopeople.co.uk&gt;</a>	Y	Land Allocations
Ita	Carter	Resident - Burleigh Court	<a href="mailto:Ita.Carter&lt;itamary54@yahoo.co.uk&gt;">Ita.Carter&lt;itamary54@yahoo.co.uk&gt;</a>	Y	Environment, Pollution and health
Frank	Carter	Resident - Burleigh Court	<a href="mailto:fc923@gmail.com">fc923@gmail.com</a>	Y	Community and Infrastructure (+ youth input)
Ian	Clarke	Resident, East Markham - cycling group	<a href="mailto:clarion@oclakeyweb.co.uk">clarion@oclakeyweb.co.uk</a>	Y	Traffic/transport/cycling/parking
Elaine	Cupit-Atkin	TTC - Newcastle Street	<a href="mailto:Elaine.Cupit-Atkin&lt;eca.tuxfordtc@gmail.com&gt;">Elaine.Cupit-Atkin&lt;eca.tuxfordtc@gmail.com&gt;</a>	Y	Housing and Employment Space
Paul	Day	Resident - Marham Road	<a href="mailto:Paul.Dav&lt;pmday66@gmail.com&gt;">Paul.Dav&lt;pmday66@gmail.com&gt;</a>	Y	Housing and Employment Space
Georgie	Frost	TTC - Newcastle Street	<a href="mailto:Georgina.Frost&lt;gfr.tuxfordtc@gmail.com&gt;">Georgina.Frost&lt;gfr.tuxfordtc@gmail.com&gt;</a>	Y	Community and Infrastructure
Kate and N	Glossop	Resident	<a href="mailto:&lt;katie_glossop@outlook.com&gt;">&lt;katie_glossop@outlook.com&gt;</a>	Y	Community and Infrastructure
David	Greenwood	Resident - Ashvale Estate	<a href="mailto:David.Greenwood&lt;mathatcan2@gmail.com&gt;">David.Greenwood&lt;mathatcan2@gmail.com&gt;</a>	Y	Community/Visitor Economy/Youth participation
Emma	Griffin	BDC Councillor	<a href="mailto:Emma.Griffin&lt;Emma.Griffin@clr.bassetlaw.gov.uk&gt;">Emma.Griffin&lt;Emma.Griffin@clr.bassetlaw.gov.uk&gt;</a>	Y	Community/Visitor Economy/Youth participation
Mike	Harris	TTC - Tuxford Lead Traffic/Cycling/Parking theme	<a href="mailto:michael.harris&lt;mickkeybluevw@gmail.com&gt;">michael.harris&lt;mickkeybluevw@gmail.com&gt;</a>	Y	Traffic/transport/cycling/parking
Diane	Hunt	Walks of Life Museum	<a href="mailto:Diane.Hunt&lt;dianehunt08@btinternet.com&gt;">Diane.Hunt&lt;dianehunt08@btinternet.com&gt;</a>	Y	Visitor Economy/Retail Centre regeneration
Ed	Jackson	Resident	<a href="mailto:ed@stpegasrd.co.uk">ed@stpegasrd.co.uk</a>	Y	Visitor Economy/Retail Centre regeneration
Jo	Lane	Resident - Ollerton Road	<a href="mailto:jo@llservices.co.uk">jo@llservices.co.uk</a>	Y	Industrial Areas and business audit
Andy	Lane	Resident - Ollerton Road	<a href="mailto:andy.lane@aphome.co.uk">andy.lane@aphome.co.uk</a>	Y	Environment, Pollution and health
Helen	Metcalfe	Consultant on NP	<a href="mailto:Helen.Metcalfe&lt;helen.metcalfe@planningwithpeople.co.uk&gt;">Helen.Metcalfe&lt;helen.metcalfe@planningwithpeople.co.uk&gt;</a>	Y	Environment, Pollution and health
Sally	Mitchell	Museum of the Horse	<a href="mailto:Sally.Mitchell&lt;sally@dogart.com&gt;">Sally.Mitchell&lt;sally@dogart.com&gt;</a>	Y	Visitor Economy/Retail Centre regeneration
Joan	Moorhouse	TTC Chair	<a href="mailto:Joan.Moorhouse&lt;jm.tuxfordtc@gmail.com&gt;">Joan.Moorhouse&lt;jm.tuxfordtc@gmail.com&gt;</a>	Y	Visitor Economy/Retail Centre regeneration
Gareth	Newman	Resident - Local builder	<a href="mailto:newmanbs@btinternet.com">newmanbs@btinternet.com</a>	Y	Community and Infrastructure
Ian	Nichols	TTC - Beeches. Lead Traffic/cycling/parking theme	<a href="mailto:Ian.Nichols&lt;in.tuxfordtc@gmail.com&gt;">Ian.Nichols&lt;in.tuxfordtc@gmail.com&gt;</a>	Y	Housing and Employment Space
Becci	Patman	TTC - Tuxford	<a href="mailto:Rebecca.Patman&lt;rp.tuxfordtc@gmail.com&gt;">Rebecca.Patman&lt;rp.tuxfordtc@gmail.com&gt;</a>	Y	Traffic/transport/cycling/parking
Simon	Richardson	TTC, Town centre business lead - Eldon Street	<a href="mailto:s.richardson@primarypractice.care">s.richardson@primarypractice.care</a>	Y	Community and Infrastructure
Keith	Rutherford	TTC, NPG Lead, Haynes Close. Lead, Industrial Area	<a href="mailto:keith.rutherford&lt;kr.tuxfordtc@gmail.com&gt;">keith.rutherford&lt;kr.tuxfordtc@gmail.com&gt;</a>	Y	Industrial Areas and business space
Jean	Temple	TTC - The Beeches	<a href="mailto:Jean.Temple&lt;jt.tuxfordtc@gmail.com&gt;">Jean.Temple&lt;jt.tuxfordtc@gmail.com&gt;</a>	Y	Industrial Areas and business space
Robin	Walker	TTC, NPG lead, Site allocation theme lead	<a href="mailto:Robin.Walker&lt;rw.tuxfordtc@gmail.com&gt;">Robin.Walker&lt;rw.tuxfordtc@gmail.com&gt;</a>	Y	Environment, Pollution and health
Will	Wilson	Bassetlaw DC Planning	<a href="mailto:Will.Wilson&lt;will.wilson@bassetlaw.gov.uk&gt;">Will.Wilson&lt;will.wilson@bassetlaw.gov.uk&gt;</a>	Y	Housing and Employment Space
Steve	Wright	Resident - Ollerton Road	<a href="mailto:Steven.Wright&lt;Steven.Edward.Wright@outlook.com&gt;">Steven.Wright&lt;Steven.Edward.Wright@outlook.com&gt;</a>	Y	Community and Infrastructure