

LOPPINGTON PARISH COUNCIL

Meeting of Community Led Plan Steering Group

Thursday, 13th August 2026 @ 7:30 pm

Loppington Village Hall

Present: Dan Hazell; Gill Clements; Andrea Horton-Gaskin; Chris Snook, Cllr. Nicholas Taylor

SG/017 Apologies

Catherine Benson, John Brown, Lynda McCormack (Clerk)

SG/018 Minutes

The minutes of the meetings held on, 16th July 2026 were approved as a true and accurate record

SG/019 Actions from the last meeting

- Contact details for the group were circulated.
- Public email address has been established.
- Examples of Parish Plans have been circulated.
- Design examples of questionnaires have been circulated.
- The date of next Parish Council (LPC) meeting is confirmed as Tuesday, 8th September, and it was noted that Dan Hazell & Andrea Horton-Gaskin would report Steering Group progress to LPC

SG/020 Group Discussion:

- a. The Group (SG) reviewed the Input / Output map created at the last meeting, and made a number of changes to clarify the scope of what the SG is trying to achieve and how it perceives the inputs feed in to the process. Cllr Taylor confirmed that the map adequately described the “scope of work” for the Steering Group, and that the outputs should meet the expectations of the Parish Council.
- b. There was ongoing discussion about the remaining duration of the payments from the solar company and a perceived lack of clarity on what the money was being spent on. The group noted, that there is a detailed list of projects that have been funded, but agreed that it was not that easy to find.
- c. The meeting then focused on the creation of the questionnaire and ideas about distribution and follow up.
- d. Two pub-based surgeries should be held in each pub, after the paper questionnaire distribution.
- e. It was agreed that an “Engaging cover letter” should be provided by the Parish Council Chair to describe the importance of community feedback and the need for suggestions on “what to spend the money on”. Also, invite residents to the surgeries, these sessions would provide an opportunity to encourage completion of the questionnaire and to answer any questions regarding the solar fund.

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- f. A draft letter could be proposed by this group, once the questionnaire is finalized.
- g. It was agreed that the questionnaire should be available as paper (delivered to all properties in the parish) and also on-line.
- h. The group noted that the purpose of the questionnaire was to gather community input on “what to spend the money on”, rather than to collect significant “census” data.

SG/021 Actions/Next Steps

- a. Obtain a copy of the contract with the solar company and circulate details of payments to the community fund, including their duration. Check whether confidentiality restrictions prevent circulation of the full contract.
- b. Clerk to update Input/Output map as agreed. Put the document under dated version control (V2), as it will be used as a reference document for group activities.
- c. Dan Hazell to send a progress update to the Council’s consultant
- d. Obtain flip chart & sundries.
- e. Review consultant questionnaire example and provide ideas for the wording of questions.

SG/022 Items for the next agenda:

- a. Focus on the design of the questionnaire
- b. Apologies from Chris Snook for September meetings

SG/023 Proposed next meeting date

Wednesday, 26th August 2026 @ 7:30 pm – informal “mind melt” session - Burlton Inn