

LOPPINGTON PARISH COUNCIL

Meeting of Community Led Plan Steering Group

Thursday, 16th July 2026 @ 7:30 pm

Loppington Village Hall

Present: L McCormack, Parish Clerk;
Catherine Benson, Dan Hazell; Gill Clements; Andrea Horton-Gaskin; Chris Snook;
John Brown

SG/008 Apologies

Cllr John Street, the Parish Council's representative & Clare Featherstone

SG/009 Minutes

The minutes of the meetings held on, 2nd July 2026 were approved as a true and accurate record

SG/010 Communication

- After discussion & in accordance with GDPR, members of the group who are present consented to share email addresses and telephone numbers between the group for the purposes of progressing the Project only, not to be shared outside the group
- The Parish Clerk will set up a loppingtonparishcouncil.gov.uk address to be published for the purposes of public consultation

SG/011 Chair's feedback from PC meeting on 14th July

The Chair reported on the formation of the group and suggested that volunteers be recruited from Loppington & across the Parish. The first meeting centred around discussion on understanding the scope of the Project. Timelines to be amended at the next meeting on 16th July.

Clarification was provided regarding the process for reporting progress and providing updates going forward. The Chair confirmed he will attend LPC meetings.

SG/012 Actions from the last meeting

- a. Ref Min. No. 5 a, b, c & e circulation of relevant documents completed.
- b. Revised timetable – following discussion below,
 - first stage survey estimated by October 2026 & review in December 2026
 - Survey by February 2027 and analysis by April 2027
 - with predicted project end date of September 2027.

SG/013 The Group:

- a. Discussed terminology & preferred the term Community Led Plan
- b. Discussed inputs and desired output of the Project, and
- c. Identified critical documents as per the attached input/output map (appendix A)
- d. Discussed the form of the survey and considered a two stage questionnaire
- e. Considered recommending to LPC a pause on CBF spending pending the outcome of the survey

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- f. Agreed that the consultancy time should be used as effectively as possible. At this stage, the consultant's input can be provided through reviewing meeting minutes and offering observations or advice where necessary. The consultant should be invited to attend meetings, either in person or online, only when significant input or discussion is required.

SG/014 Actions/Next Steps

- a. Review other local plans/questionnaires – Link to adjoining parishes plans with a border adjoining Loppington Parish and our nearest town:
 - [Myddle & Broughton](#)
 - [Wem Rural](#)
 - [Cockshutt cum Petton](#)
 - [Wem town plan](#)
 - [Welshampton & Lyneal](#)
- b. Chair/Clerk to circulate contact details
- c. Noted: Chair's apology for the LPC meeting on 8th September, Dan Hazell or Andrea Horton-Gaskin will attend to report progress
- d. Link to [LPC grants policy](#)

SG/015 Items for the next agenda:

- a. Focus on the design of the questionnaire
- b. The Parish Clerk will be unavailable for meetings from 11th to 17th August. During the Clerk's absence, members of the group will be responsible for drafting the meeting minutes

SG/016 Proposed next meeting date

Thursday, 13th August 2026 subject to Cllr. Street's availability, @ 7:30 pm in Loppington Village Hall