

Northamptonshire Local Access Forum

Meeting Minutes Information

- Meeting Date: Thursday 10th December 2020
- Location: Via Microsoft Teams

Members in attendance:

- Bob Entwistle – BE
- Chris Shaw – CS
- John Shenfield – JS
- Lisa Fell – LF
- Tony Skirrow – TS
- Fiona Rawlings – FR
- David Cranwell – DC
- Robin Jones (Guest) – RJ
- Leon Jolly – LJ

Officers in attendance:

- Rob Carroll - RC
- Steve Fowler – SF
- Jacqui Williams – JW

Apologies:

- Cllr Jason Smithers
- Matt Hammon

Minutes

Welcome and Apologies

Discussion	Actions	Action Deadline
LJ welcomed all to the meeting and offered apologies on behalf of Cllr Jason Smithers and Matt Hammon.	Note	

Review of Minutes from the last meeting

Discussion	Actions	Action Deadline
Following discussion, it was agreed that the minutes for the February, September and December 2020 meetings will be reviewed at the first meeting in 2021.	Note	

Election / Appointment of Chair and Vice Chair – LJ

Discussion	Actions	Action Deadline
Following the nomination / application drive, held during November 2020, LJ confirmed that one application had been received for each of the positions of Chair and Vice-Chair, with both having an interest as walkers. However, the ToR states that the Chair and Vice-Chair must represent different interests and therefore it was agreed to appoint BE as Chair of NLA. The position of Vice-Chair will be considered in 2021.	Note	
BE expressed his gratitude at the appointment and extended his thanks to forum members who have encouraged to apply. LJ to share Job Description and Person Specification with the forum.	Note	
LJ reminded all that any issues with RoW must be reported via Street Doctor.	Note	
The Chester Farm project is scheduled to commence in March 2021. LJ advised he is hoping to liaise with the Greenway Project and will endeavour to provide an update at the next meeting.	Note	

Presentation on Local Issues-LJ:

Discussion	Actions	Action Deadline
LJ provided an overview of the Business Planning meeting that was held w/c 30 th November 2020. It was confirmed that: Northamptonshire County Council will be split into two unitary authorities; West Northamptonshire and North Northamptonshire. Both will be operational from 1 st April 2021.	Note	
It is believed that West Northamptonshire will act as the Highway Authority for both authorities.	Note	

Discussion	Actions	Action Deadline
It is confirmed that KierWSP will continue to operate the Highways contract until July 2021, with an option to extend for a further 8 months.	Note	
It is unclear at this time if the Northamptonshire Highways brand will continue	Note	
KierWSP is preparing a Business Plan for 2021/22, the initial draft of which must be submitted to NCC by mid-January.	Note	
Priorities for the coming year include increased use of electric vehicles with a goal of becoming carbon-neutral.	Note	
Following the transition to unitary authorities, all formal bodies will consult directly with WNC who will, in turn, consult with KierWSP.	Note	
A number of key personnel transferred to NCC, under the TUPE Regulations, in April and July 2020. Work is ongoing to ensure all tasks are being undertaken by the appropriate parties.	Note	
LJ provided an update from each Area and the Structures Team (attached).	Note	
LJ advised that Area 1 is in the process of recruiting a Rights of Way Inspector; members of NLAf are encouraged to apply. LJ to share Job Description and Person Specification with the forum.	LJ	Next meeting
LJ reminded all that any issues with RoW must be reported via Street Doctor.	Note	
The Chester Farm project is scheduled to commence in March 202. LJ advised he is hoping to liaise with the Greenway Project and will endeavour to provide an update at the next meeting.	LJ	Next meeting

Members added by Members- All

Discussion	Actions	Action Deadline
RoWiP: Both LJ and BE extended their gratitude to all who assisted with the completion and distribution of the Rights of Way Improvement Plan (RoWiP).	Note	
Action Plan: BE requested that the RoWiP Action Plan is updated on an annual basis. LJ confirmed that work is ongoing to identify schemes for inclusion in the Business Plan.	Note	

Discussion	Actions	Action Deadline
Parish Asset List: LJ to discuss ongoing issues directly with BE.	Note	
Future of the NLAf: BE expressed a preference that the NLAf remains as one forum, working with strategists from both West Northamptonshire and North Northamptonshire unitary authorities. Following discussion, it was agreed to wait until more information is available and then decide how to proceed.	Note	
RoW Diversions: Following concerns that some members of the farming community are planning to divert RoW to suit their livestock requirements, SF confirmed that any change to a RoW is a legal process and procedures are in place to protect RoW and members of the public.	Note	
Slow Ways: BE advised that members of the public are planning to map the walking routes between major towns and then extending the scheme nationwide. SF queried whether these 'slow ways' are designated legal routes. BE and FR to attend Slow Ways webinar w/c 14 th December 2020 and report back.	Note	
Lost Ways: Lost Way applications have to be submitted by 2026 and it was confirmed that 40% of Lost Ways submitted so far sit on already designated highways. SF confirmed that Lost Ways is not a NCC project but is being spearheaded by the Ramblers. BE advised that Andrew Knapman is working on the Lost Ways project and that 490 miles of lost ways have been identified in Northamptonshire thus far. It was noted that AK is still to view the handover maps at Wellingborough Depot	Note	
Active Travel: LJ confirmed that the public consultation has now ended. Tranche 1 has resulted in approximately 8 sites identified, Tranche 2 consultation is currently under review.	Note	
Cycling / Active Travel: JW and Neil Holland to discuss how to involve NLAf with Northamptonshire Cycling objectives.	JW	Next meeting
Active Travel South Northants: DC advised that he is a member of Active Travel South Northants and has noted that the cycle routes and walking routes are not consistently joined-up; often one needs a car to access the cycle ways. Following discussion, it was agreed that NLAf should support safe access to the countryside for cyclists, walkers and all other users. LJ to identify the appropriate Active	LJ	Next meeting

Discussion	Actions	Action Deadline
Travel representative within NCC and engage / invite them to the next NLAf.		
Planning: It was noted that the government will be announcing changes to the planning system. JW to add to agenda as a standing item. It was noted that the current planning regulations require that walking/cycling routes are incorporated into the design.	JW	Next meeting

Standing Order of business - All

Discussion	Actions	Action Deadline
Walk & Review of RoW: DC suggested that a review of the RoW that terminate alongside the A43 would be helpful as many of the crossing points are considered dangerous. FR stated that there are similar issues with the A14; RoW exist either side of the carriageway but there are few crossing points that she considers safe. Following discussion, it was agreed that as Highways England (H.E.) are responsible for these trunk roads, a representative from H.E. should be invited to contribute. LJ / JW to approach H.E.	LJ/JW	Next meeting
NLAf Membership: JW to circulate the NLAf Governance and ToR to new members.	JW	Next meeting
Future Meetings: Following discussion, it was agreed that NLAf meetings should be held at least twice per annum but with no more than 4 meetings scheduled for any 12-month period. It was further agreed that the next NLAf meeting be scheduled for mid-February 2021.	JW	Next meeting
NCC Website: SF to ascertain if George Massingham can access the NLAf pages on the NCC website in order to edit and update information. Furthermore, LJ to ascertain whether Rebecca Miller has access to the NCC website.	SF/LJ	Next meeting

Any other business- All

Discussion	Actions	Action Deadline
BE thanked all for attending the meeting and expressed particular gratitude to the new members who are joining the meeting for the first time. Both BE and LJ expressed the	Note	

Discussion	Actions	Action Deadline
desire for all members, new and historic, to continue to engage with a support the forum.		
BE thanked LJ and JW for facilitating this meeting.	Note	

Next meeting: Thursday 18th February 2021

Time: 1900 – 2100hrs

Held : Via Teams