

## Blofield Neighbourhood Plan

Minutes of Steering Group Meeting with Blofield Parish Council Monday 2<sup>nd</sup> November 2015, held at Heathlands

Present – Rachel Leggett , Paul Culley-Barber , Jane Parry , Miles Green , Rob Christie, George Pickersgill, Graham Cooper, Yvonne Burton , Trish Brocklebank arrived 8pm

Apologies – Amy Smith, Pat Wilson, Paul Elliot, Steve Briggs

1. Minutes of last meeting – approved.

Matters arising – Jane has raised the fact that the Witton/Lackford Run is a geomorphological feature – a huge flow of water that cut away a valley when a lake broke its banks. Broadland DC were not aware of this and are now considering it. There are no SSI sites identified of local importance. It was discussed how this should affect the NP, whether it should be weaved into policy or go into supporting text.

**It was agreed that there should be an adaption to policy ENV1 for the geomorphological feature and under projects.**

Miles to do some further research which may include field work.

2. Process update – Pre submission version NP responses

Housing            30 agreed        4 disagreed

Env                29 agreed        4 disagreed

N.B. View of St Andrews Church from the East, it should be defined in NP that it is from outside the parish.

Com               28 agreed        3 disagreed

N.B. More consultation would be needed if a new community hall is to be built.

Econ              26 agreed        2 disagreed

**Amend TRA3 - to incorporate business parking provision- employees should have adequate off road parking provision**

**And ECO1 - any new business must provide adequate off road parking and mitigate congestion.**

Services           20 agreed        ? disagreed

Transport        28 agreed        3 disagreed

N.B. Speed humps, one way system, roundabout at east end suggested

**Overall 31      31 agreed      3 disagreed -**

Apparently this quite a good response. Our response to responses should be reasoned, acknowledging a response is good PR. 30 copies have gone to businesses, 3 responses received.

At next meeting we will assess comments, whether and how we include. The Street is a big problem, but we are stuck with what we have got. Car parking on new community land is the only identified possible improvement. However congested traffic is safe traffic.

Next make amendments to plan, hand over submission document to Broadland DC.  
Three other documents are needed: –

Consultation statement            ½ done  
Habitat regulation screening  
Basic conditions statement

Should all be done in the next 2-3 weeks.

Broadland DC will coordinate the rest of the programme

Submit mid Dec, therefore pick up feedback forms by 27.11.15, 2 weeks to make amendments, update cover. Will go to cabinet in Jan, then goes to publication stage, electronic on Broadland website, links needed from Focal Point etc. 6 week consultation period Feb/Mar

Examiner steps in at End of March

Report from examiner late April – takes any recommendations e.g. striking out words/policies!

Broadland DC takes report to cabinet in May

Referendum takes 28 working days' notice possible mid-July, but may be better in Sept 16

3. Communication Paul C-B trying to inform group on Street life, also starting face book page, please try to visit and 'like'.
4. Implementation Plan –

T.B. Rachel and I went back to basics and assessed original responses and edited IP to be more of an action plan. Need to decide priorities/ urgency/ Importance. We should condense layout of IP & group responsibilities together. IP will need more work.

See diagram given out by RL –

Planning sub group must be aware of NP. PCs to advise the wider group of councillors. A group of 5 should meet a week before PC meeting and go through applications and check

against NP. A template should be developed to enable subgroup to make considered comments. The benefit of NPs is that it gives local councils criteria to use.

NP Action group should be similar size to steering group. – Intermediary group/oversight committee monitoring, coordinating, informing, controlling. They will deliver projects. Over time the people are likely to change. Terms of reference, aspirations will be linked to NP, but PC is responsible for financial matters. Projects relate to land use. Start with planning subgroup ASAP.

There should be a launch event when NP is endorsed by referendum.

Meeting needed inviting PC at Courthouse, to take through implementation in Feb 16, two meetings needed 2 weeks before PC meetings. RL is to take role of independent advocate, TB to chair 'joint' meetings. RL to include thoughts on how plan to be used in her next report to PC.

PC would set something up in Mar 16.

TB Process subgroup, funding group to be strengthened – finance working party – PC loans/grants etc. Some of this work could be done by sub groups. An example exercise should be done e.g. community hall or may be something simpler!

Look at Bob fell CIL/106 leaflet please.

5. Close of meeting 9:45pm
6. Next meeting - 7:30pm 30<sup>th</sup> November 2015, committee room at Heathlands.

*Yvonne Burton 5.11.15*