

NP4Yaxham Working Group Meeting 03/02/2015

Minutes of the Meeting held on Wednesday 3rd February 2016 at 7.30 p.m. Committee Room Yaxham Village Hall

(Minutes Secretary for this meeting – Ben Mitchell)

Present- Maggie Oechsle (MO), Chairman, Ian Martin, Vice Chairman (IM), Sue Martin, Treasurer (SM), Peter Lowings (PL), Mike Tibbets (MT), Gary Davison (GD), Ben Mitchell (BM)

Opening Remarks:

MO welcomed everyone and noted that there was now only one Declaration of Interest form outstanding – PL's.

She also thanked Sharon (Gary's wife) for her recent work on the surveys and PL for his work on the Business surveys, of which two further returns were passed to IM for collation.

1. Apologies

David Brown, Jennie Smith, Stephen Robinson, Annie Green-Armytage, Richard Hughes

2. Minutes of last meeting

The Minutes were agreed, signed and passed to SM for the file.

3. Matters Arising (*not covered elsewhere on the agenda*)

GD queried the figures contained on the Community Assets list passed to him. Following discussion it was agreed that he would use the advised figures.

SM advised that she had contacted Emily in her role as a member of the Youth Parliament. Emily was to provide SM with her contributions to the Mattishall group.

PL advised that he had contacted Tony Needham about the use of the traffic Camera. Unfortunately we would not be able to access the camera for approximately 6 weeks. PL would need to speak to Garvestone as one condition of the use was that Dereham would use "our" speed sign in return. PL to continue to progress accordingly.

4. Finance/Grants

IM advised that the receipt of £3,702.00 should be imminent into the bank. PL had requested that Paula confirm receipt to himself. He was yet to hear back. This figure was the 50% match funding from BDC for the Locality grant.

SM noted that the expenditure of funds prior to 31st March was required to be examined as the Locality grant required expenditure by this date. SM would then liaise with Locality about the funding going forward.

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IM confirmed that a further receipt of £300 (from BDC) and £600 (from Locality) should be available in the near future. This would bring the funding received to the total amount allowed of £12,000.00.

IM presented a further invoice of £60.75 from EOE for the printing of the Draft Plan documents for circulation at this meeting.

IM advised that expenditure of <£600 could be authorised under delegated powers, anything greater would need presentation to the Parish Council the month before for authorisation. He also confirmed that a new Bank account should be set up imminently. Recent authorisation for the payment of EOE's printing invoice and an instalment of Mark Thompson's fees at Smallfish had recently been approved by the Parish.

IM advised that he has requested an itemised bill for work to date from Smallfish and would continue to progress. It was agreed by all present that the use of MT's time would be considered and focussed on relevant matters and key areas rather than general meeting attendance.

5. January Consultation

MO thanked all for their contribution and advised that 65 people attended the event. IM noted that he would forward the photos he took to MO for her information and use for a press release. This would also help to keep Ian Withington at BDC informed and up to date with the Consultation/Community involvement.

IM also noted that 105 surveys had been returned via various means. This equated to approximately 30% of the village. Early review of the returns showed conclusive agreement across the board with the statements that were put to the village. It was agreed by all that this re-affirms the current direction and early work that the working group had undertaken.

It was noted that Facebook traffic remained constant and that individual questions could be asked on this and also the Streetlife platform as and when necessary. SM noted that there was now 97 people on the email database.

One pertinent point to be highlighted from the January event was that many people considered the group to be from BDC, rather than a working group set up for the village. This was despite advice contained in historical publications. It was agreed that as a group we would need to continue to highlight this "separation".

6. Formal Submissions to Breckland & Briefing for Parish Council

Breckland Local Plan –

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IM and MO ran through the basis of the NP4Y response to the Local Plan issued for consultation by BDC. Copies were distributed for all to read and comment on accordingly. MO noted that although lengthy, they had tried to focus on the issues relevant to Yaxham.

Key points were:

Service Centre designation – it was noted that Yaxham had been designated as a Service centre under BDC's plan. This was being challenged in the group's response as given the separation of the Yaxham and Clint Green settlements it was hard to categorise them as a singular entity for designation. The designation changing to Rural village would remove the automatic implication of a defined number of new dwellings required under BDC's local plan. The "14% share" across Breckland would not be relevant.

MO highlighted the need for us all to comment individually on the plan as well as the group's response.

PL advised that he would discuss the response with the Parish Council and either write, confirming agreement with the response submitted by this working group, or better still, adopt the same response and submit independently as a Parish. IM would email the response to Paula.

Westfield Road Application –

IM had drafted a response to BDC in respect of the recently submitted application for the development scheme. IM requested comments ASAP on the response as the closing date for consultation was 15th February 2016. It was agreed that the response would be submitted to BDC to include the Green Gap policy that the group were promoting. IM would also email to Paula for the Parish Councils information and consideration in respect of their response.

7. Policies & Documentation

MO thanked IM and SM for their time and effort in putting together the draft documents that were passed to all present. Copies would be passed to those not present after the meeting, but were also available on the Dropbox site. Information distributed included:

- Draft Plan
- Evidence base
- Statement of Community Involvement

IM queried how as a group the drafts would be reviewed. BM noted that all members of the group should be comfortable with the contents of the plan and supporting documentation, therefore considered that all should read the documentation rather than focussing on individual sections. This was agreed by those present.

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Marked up copies of the documents should be brought to the next meeting where all comments and views would be discussed. SM did request that only the content was reviewed and commented upon, it was not to be a formatting and spell check at this stage.

IM noted that the Statement of Basic Conditions (SBC) document was not provided for comment at this stage. He noted that the SBC was to check that the Neighbourhood plan did not conflict with BDC's Local Plan and also the NPPF. The SBC will be finalised on the Neighbourhood plan policies are finalised.

8. Project Timetable

IM ran through the timetable and progress to date. Although only at stage 2 of the process it was remarkable the work and rate of progress on all fronts to date by the group.

Concerns were raised that once the plan is submitted out to BDC for consultation, the control of time is out of the group's hands.

It is intended that the Plan will be finalised by 18th March 2016. Revision following the Pre-submission consultation targeted for 2 weeks from 15th April 2016. This would enable the formal submission of the plan to BDC on 29th April 2016. Should this timetable be met, a Referendum should be possible from 16th September 2016.

9. Meetings with third parties

MO confirmed that a meeting was being held with Ian Withington on Tuesday, 16th February at 2.00pm.

MO was also liaising with both Mattishall and Dereham groups in respect of the Green Gap policy to try and gain some consistency in all three plans. MO advised that she would try and attend the Mattishall group meeting on Wednesday, 10th February 2016.

The next Parish Council meeting was on Thursday, 11th February 2016. MO and GD advised that they would attend to highlight the further work of the group and also ask for support from the Parish on the matters discussed earlier in the meeting.

IM advised that he was due to meet Cliff Jordan, hopefully w/c 22nd February 2016 to discuss matters that fall under the County Councils jurisdiction.

10. Date of Next Meeting

The next group meeting would be on Wednesday, 17th February 2016 at 7.30pm. A further meeting was scheduled for Wednesday, 2nd March 2016 at 7.30pm

Meeting closed at 9.35pm