

Yaxham Neighbourhood Plan Working Group

7.30 pm on Tuesday 4th October 2016

Meeting Minutes

Present: Maggie Oechsle (MO) Chairman, Ian Martin (IM) Vice-Chairman, Susan Martin (SM) Treasurer, Peter Lowings (PL), Ben Mitchell (BM), Gary Davison (GD), Richard Hughes (RH), Steve Robinson (SR), Jennie Smith (JS), Mike Tibbetts (MT)

(Minutes Secretary Susan Martin)

1. Chairman's Opening Remarks
MO welcomed everyone back – encouraging everyone that the end is in sight.
2. Apologies – None
3. **Declarations of Interest** – No Changes
4. **Minutes of last meeting Tuesday 30th August 2016:** These were agreed and duly signed
5. **Finance**
IM reported
 - the current balance of £2,651.32
 - still awaiting Parish Council confirmation of receipt of latest Breckland Grant;
 - the PC will need to recover the VAT due to it from the expenditure undertaken;
 - The Locality Grant has been spent and SM will make a “nil return” to Locality.
6. **NP4Yaxham Reg 16 Consultation, Reg 17 Independent Examination**
 - a. Appointment of Independent Examiner
A report by Breckland NPlan Officer Susan Heinrich (SH) is going to the Breckland Cabinet meeting on 11th October 2016 9.30am, recommending the appointment of an Independent Examiner and that the Plan meets the basic conditions. There will also be “Appendix A” to that report with Breckland's comments on the draft Plan. MO & IM are intending to attend, all welcome. MO & IM will pursue with SH the speedy appointment of an Examiner.
 - b. How to deal with consultation responses and possible future meeting with SH.
MO & IM will take this up with SH after the Cabinet meeting.
7. **Breckland Local Plan consultation**
 - IM circulated a draft WG response to LSC designation, designated development numbers and sites in Yaxham. In discussion it was agreed to circulate the draft by email with comments back to IM to finalise with MO. It would then go to the PC meeting on 20th October and then submitted to Breckland by 31st October 2016, both as a paper and consultation website page.
 - To prompt village responses to the LP Consultation it was agreed to put out a Newsletter and the banners. IM circulated a draft Newsletter for discussion and amendments suggested. IM will email the draft for comments, IM to finalise with MO.
 - Distribution of the Newsletter was agreed to be from 13th October, with Banners up around the same time. SM will organise delivery network. MT & JS will be away.
8. **Date of Next Meeting 25th October 2016, 7.30pm**