



Minutes No:  
2020/1

## Necton Parish Council

**Minutes Neighbourhood Plan Sub- Committee**  
**Monday 20th July 2020 at 7.30 pm held virtually via Zoom**

**Parish Councillors (5) present:**

Councillors Jean Bass, Fraser Bateman, Mark Jennings, Alice Spain, Genine Curtis.

**Additional attendees:**

Residents- Phil Hayton- Member of the sub committee  
Justine Luckhurst - Parish Clerk and note taker

**Date:** Monday 13<sup>th</sup> July 2020

**Time:** 7.30 pm

**Place:** Meeting held virtually via Zoom

Apologies received from Councillor Barrett

**1. To agree a Chairman of the Neighbourhood Plan Sub- Committee**

Councillor Bateman proposed Councillor Spain as Chair, seconded by Phil Hayton and unanimously agreed.

**2. Discuss and agree a vision statement for the sub-committee.**

It was agreed that a vision statement should be decided at a later date once the full sub committee was set up and could be discussed more in depth.

**3. Discuss and agree aims and objectives.**

It was agreed this agenda item would follow the vision statement and so, again it would be more realistic to discuss and agree at a later date.

**4. Discuss and agree a plan**

The following points were agreed unanimously by all members and **actions listed in bold- all actions to be undertaken before the next meeting and updates the be provided at the same.**

- It was agreed first steps would be to apply to Breckland with regards to a Neighbourhood Plan and an application to be submitted - **Councillor Jennings to liaise with Breckland and look to take forward via the Clerk**

- Councillor Bateman suggested the Neighbourhood Plan should be for the Parish of Necton and not just the settlement boundary. Agreed unanimously and **Councillor Bateman to provide a map of the Parish.**

It was suggested that the members of this sub-committee should evaluate the skills sets needed to support the various aspects of the Plan and noting further members would be required to support this large piece of work. The Clerk suggested advertising this new sub-committee on the noticeboard, website and via Link insert to ask for residents who would like to be part of the sub-committee to volunteer. **Councillor Spain to provide publicity to be advertised to the Clerk.** Councillor Bateman suggested that other stakeholders such as local landowners, businesses, the school and Church should be approached to gain their involvement.

Thereafter it was agreed unanimously the following should be approached to join the sub-committee to increase members, add perspective and to bring required skills required to produce a viable Neighbourhood Plan.

- **Councillor Bateman to liaise with Councillor Barrett to ascertain if his wife would consider joining as she is currently a School Governor.**
- **Councillor Bateman to approach David Moncaster (U3A) for church representation.**
- **As a landowner Phil Hayton has required knowledge and perspective. He also has extensive knowledge regarding roads, which will add to the required skill set. It was agreed Councillor Bateman would approach Edward Spratt and thereafter Colin King for additional support.**
- **Councillor Bass to approach Adrian at Necton Management as a local business member. Chair Spain to contact Andrew at Necton Butchers and Councillor Curtis to contact Scooby at the Windmill PH.**
- **Councillor Jennings to approach Councillor Nigel Wilkin (Breckland) and noting to request a suggestion from him if he cannot join due to his capacity.**
- **Councillor Bateman to approach Howard Cardus as he has extensive planning and road knowledge.**
- **Councillor Jennings to ask the Breckland representative to join a Zoom meeting at some point to present the District plan and seek her guidance and services she can offer- this will ensure our Plan is not contradictory to theirs. Councillor Jennings will discuss this when he discusses our application.**
- **Councillor Curtis will undertake any administrative duties of the sub-committee, with support from Councillors Spain and Bass.**

Councillor Bateman discussed the need to instruct a consultant to assist with the plan and there was some debate as to whom should be approached and also whether they would be required for the plan in its entirety or just partially. Obviously, all consultants will consider themselves to be the best choice and so it was agreed unanimously that the members would research and read other Neighbourhood Plans produced by local villages to consider their content and the consultants who assisted. It was agreed to view only village plans that are local to ensure relevance. **These to be reviewed by the next meeting by all members**

Discussions were held regarding obtaining Grants to support financially and noting there is a Locality grant as well as possibly a Breckland Grant that can be applied for. Councillor Bateman confirming that when he attended a course pertaining to Neighbourhood Plans the attending consultants discussed the fact they can apply for the grant on our behalf.

Chair Spain thereafter asked if any members had anything further to add.

Phil Hayton stated that he hoped the plan would be successful, noting Breckland only have to take into consideration and therefore it needs to be well written and in conjunction with their own. Thereafter stating that if further building is planned that maybe looking west towards Swaffham should be considered and so we should possibly consider Swaffham's Neighbourhood Plan. This could support further cycleways and walk ways linking the two.

Councillor Bateman requested whether Councillor Curtis could take on the minute taker duties to which she agreed. Further commenting around the fact that we do not necessarily have to undertake our Plan on our own. We could 'join up' with Holme Hale and North Pickenham as part of an area plan for a bigger picture, again footpaths and cycleways could be included. **The Clerk to liaise with these villages to see if they have any plans to create a Neighbourhood Plan and whether they would consider joining to create a n area plan.**

Councillor Bass reminded everyone that any financial decisions cannot be voted on or considered by members that are not Parish Councillors. Any financial decisions would need to be put to the full Parish Council and voted on.

It was agreed the next meeting would be held on Monday 17<sup>th</sup> August at 7.30pm via Zoom.

Meeting closed at 20.25