



No:0311/2021

Necton Parish Council

**Minutes of Neighbourhood Plan Sub - Committee Meeting held 1st March
2021 at 7.30 pm held virtually via Zoom**

Parish Councillors present: Alice Spain - Chair
Fraser Bateman -Vice Chair
Jean Bass
Ken Barrett
Genine Curtis (Notetaker)

Additional attendees: David Moncaster
Phil Hayton
Ian Poole - Places4People Town Planning
Consultants

1. To receive apologies for absence:

Kathy Barrett - Governor - Necton CoE
Primary School

2. To receive any declarations of interest from Members & consider requests for dispensation

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Necton Parish Council Code of Conduct for Members and by the Localism Act 2011.

None recorded.

3. To approve minutes of Sub-Committee meeting of 4th February (to be signed retrospectively at first face-to-face meeting held).

Minutes from the meeting held on 4th February 2021 were approved and duly agreed, to be signed retrospectively at the next face-to-face meeting of the Neighbourhood Plan Sub-Committee. Show of hands. Agreed unanimously

4. To discuss our future planning strategy

As Covid restrictions are slowly being lifted, it was suggested that our first community consultation event coincide with Necton Village Festival on Saturday 10th July. Setting-up the display in the Village Hall on the Friday morning would enable us to run the event over 2-days. All agreed that they would be able to attend/assist with set-up. Ian Poole (IP) suggested a couple of options:

1. either have a consultation/display informing residents what the NHP is about and explain why we are doing one. This will enable feedback on issues suggested or, alternatively,
2. we could prepare and send out a residents survey and feed back the results at the Festival then, depending on the results, decide whether the NHP should cover X,Y or Z

IP stated that it is up to us as to how we wish to proceed and about taking the residents with us through the NHP process..

It was agreed that engaging with the residents face-to-face before going to the questionnaire stage was a good idea. A photographic display board showing the good and bad bits of the village would prompt people to possibly ask questions - a notice board where residents could put post-it-notes with comments seemed a good idea and we could ask 3 simple questions, the answers of which could be used for the basis of our questionnaire.

1. What do you like about the village?
2. What don't you like about the village?
3. How would you like to see it change?

In the meantime we could do a demographic survey, the information we can hopefully get from Breckland.

IP has offered to assist with display as he has A1 printer - thank you. He has also suggested that we look at important green spaces and see what the residents think. We should also be applying for the government grant.

Our application does not need the 'designated area' immediately, but it would help. The application window probably won't open until the 2nd week in April. We can also seek the free technical support if we wish to do a housing needs assessment or get the design guidance package.

With regard to 'call for sites' we can start this now. It can be a long process as it requires an independent assessment (part of free tech support from Government). We could also have 2nd 'drop in' event to make the residents aware and get any comment. Development site should be abutting the village. If we know the landowners it is

possible to go direct to them. IP can provide a typical proformer we can send to them and ask the necessary questions.

Site assessment document will have to be published as evidence that supports the NHP. Depending upon the sites identified, residents would be required to give their views. We need to make sure we have enough site to fend off any predatory developers. Call for sites doesn't mean a specific site will be chosen as subject to assessments. Sites should be of a size that can accommodate between 5-10 homes so it doesn't get landowners expectations up. It is also hoped that we can include small commercial units in this.

IP will write to Breckland on our behalf informing them we are doing a NHP and requesting they supply the housing need requirement for Necton.

There were concerns about development on possible flood risk areas. An independent assessor would look at flooding, environment, pollution, noise etc. The assessment takes the form of a traffic light scoring system - Green = can be developed; Amber = suitable for development, but may have to overcome some difficulties; Red = development should not take place. We build up information and feed it back to residents and find out whether they agree or not and so on.

Summary of Actions:

- Apply for Grant - Alice Spain (AS), Jean Bass (JB) and Justine Luckhurst
- Contacting Landowners - Phil Hayton (PH), Fraser Bateman (FB)
- Photographic Views - Ken Barrett (KB), AS, Genine Curtis (GC)
(photographs, good or bad, Spring, Summer Autum or Winter can only be taken from public areas). KB to give details of website and how to access so everyone can see sites being added
- IP to send information to sub-committee members
- IP to write to Breckland for housing need requirement
- Suggested we subscribed to Parish on Line (mapping system) - Cost approx £140 for a year (cost will eventually be covered by grant)
- Flooding issues - we can include in our NHP to say we will lobby to get improvement.
- IP will write the bulk of the NHP document with contributions from us, but editing will need to be done by a member of the Sub-Committee along with an introduction, as to why we are doing a NHP. David Moncaster offered his services for this. It will need to include history of the village, key facts and bullet points and to record all the consultation we do/have done. The NHP can be read by anybody in the UK - architects, planners - anybody looking to develop in Necton. JB offered to assist.
- It was suggested that Kathy Barrett may just wish to represent the School and that Howard Cardus may wish to assist with the call for sites and design.
- IP to send over proforma for 'calls for sites'
- IP will only attend meetings as requested.

5. Updates and progress reports from Sub-Committee members on actions arising from the previous meeting held on 4th February 2021

- AS spoke to Susan Heinrich regarding designation of our area. She has been off for a month which is why this has not yet been submitted (was due to be submitted in January). She feels this is not a problem and will go straight through. AS will contact her again regarding this.
- AS wrote to IP informing him that he was our chosen consultant. IP requested to send over Terms and Conditions to the Parish Clerk. He felt his quote, which included T's & C's, would be sufficient as he does not enter into signing of legal contracts etc.
- AS e-mailed other prospective candidates informing them they had been unsuccessful and thanking them for their time.

6. To discuss date of next meeting (First Monday in April being a Bank Holiday)

It was agreed that the date of the next meeting will be Monday, 29th March at 7.30pm

Meeting finished at 8.40pm