



No:0413/2021

Necton Parish Council

**Minutes of Neighbourhood Plan Sub - Committee Meeting held 26th April
2021 at 7.30 pm held virtually via Zoom**

Parish Councillors present:

Alice Spain (AS) - Chair
Fraser Bateman (FB) -Vice Chair
Jean Bass (JB)
Ken Barrett (KB)
Genine Curtis (GC)(Notetaker)

Additional attendees:

David Moncaster (DM)
Phil Hayton
Kathy Barrett (KaB) - Governor - Necton CoE
Primary School

1. To receive apologies for absence:

None received.

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 29th March 2021 (to be signed retrospectively at first face-to-face meeting held)

Minutes from the meeting held on 29th March 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. Updates and progress reports from Sub-Committee members on actions arising from the previous meeting held on 29th March 2021

- AS has spoken with Susan Heinrich - we have been asked if we would like to be part of a pilot software program which will cost us £2,000 to join. Concerned that we don't want to spend money unless necessary and we already have IP, it was decided that we would not accept her offer.
- JL has completed the Locality Grant application. As the new financial year is now open, she would like to submit this on 28/4. The only outstanding item is the amount we wish to claim for distribution of literature. IP has been assisting JL and he has stated we are allowed £1.00 per household x 3 drops = £3,000. We could look to alternatives to keep the cost down, other options suggested were:
 - Hand drops by either Parish Councillors, scouts or paperboys
 - Post Office literature drops
 - The Link

It was felt that hand delivered was preferable. With regard to the referendum, IP's advice on how best this should be distributed should be sought as we could fail if it is not done correctly. The full amount for the grant will be put into the locality application. Once the grant is received we can apply to Breckland for the top-up. (SH has already sent form).

- KB and JB gave update on community event. They looked at two of the NHP's sent through by IP. Good points in each. Idea is to have a map showing residents what is planned to be built in the village and also a vision statement as an introduction to the NHP. JL has been asked to use equipment we have to hand to do a detailed plan of traffic in and out of the village. Concerns were raised regarding traffic coming off the A47, along Tuns Road and the corner of Mill Street and traffic/parking around the school. Residents need to be made aware and comments invited.
- DM has spoken with Stephen Thorpe, Rector of All Saints, who is happy for him to contact the diocese regarding land between the Church and the school. DM will report further at next meeting.

5. Any other Business

AS shared a spread sheet she has prepared showing days up to and including 10th July. It has 2 sections - 1. activities to get the flyers out and 2. activities to get the screens ready for the community event.

The top 2 lines are meetings - Top line is the whole Sub-Committee and the second is the additional meetings for those putting together drafts for the screens to talk through progress. Red means it critical and as a group we should be making decisions. Meetings are fortnightly between now and the community event. More members of the Sub-Committee will be needed to assist. All present were happy with the plan. **Copy of this spread sheet is to be circulated.**

IP has previously asked that we get software of OS official map. He will print out what map(s) we need. It will cost between £100-£150 and is available for a year. IP has the ability to print up to A0. We can obtain a price from him. Display boards will be a combination of pictures, map and writing. JB suggested statment of what we are about and what we are planning to do.

FB stated that IP had sent e-mail saying he wanted input on our display. FB has 'sketched' out plan of around 20 boards which he shared with the Sub-Committee. The idea is to inform residents what a NHP is, why we need a NHP and then introduce the 'team'. AS suggested we brake up the boards and each take some to work on.

KB has taken photos but still needs to know what else is required. KB to send e-mail with his website details so Sub-Committee can view those taken so far

PH, JB, KB, FB, AS, GC offered to work on boards. AS has suggested separate Zoom meeting to discuss further.

DM happy to do overview so presentation is consistant. This is on AS plan.

PH asked if it is possible to track down ownership of land. Can we have copies of maps digitally? AS stated that as the PC is paying for it we can do with as we wish.

KB suggested using the projector during the community event to display maps on the wall.

For those working on the boards, AS suggested a Zoom meeting on Wednesday, 28/4 which hopefully IP can attend. This to be confirmed. The next meeting of the whole Sub-Committee was suggested to be in a months time.

6. Date of full next meeting - Tba

Meeting finished at 20:34