

## Diss & District Neighbourhood Plan Steering Group

### MINUTES OF A MEETING

held on Monday 15<sup>th</sup> July 2019

at 7pm in the Meeting Room at Diss Youth & Community Centre.

Lines in [blue and underscored](#) are clickable links to the document or website.

**Present:** David Burn (Steering Group Chairman and Mid Suffolk District Cllr, Palgrave Ward), Eric Taylor (Diss TC), Roger Greenacre (Stuston PM), Alison Wakeham (Burstons & Shimpling), Jane Jennifer (Roydon PC), Neil Weston (Palgrave PC), Ursula Halton (Brome & Oakley PC), Graham Moore (Scole PC), Dola Ward (Scole PC), Stephanie Ayden (Project Officer)

#### 1. Chairman's opening remarks

1.1. The Chairman welcomed the Group and opened the meeting.

#### 2. Apologies and introductions

2.1. Apologies were received and accepted from Sharon Cousins-Clarke (Palgrave PC), Simon Olander (Leader, Diss Town Council), Tom Pace (Brome & Oakley PC), Steve Leigh (Stuston PM). Paul Curson (Roydon PC) and Jessica Fleming (Suffolk County Cllr, Hartismere Division)

2.2. Dola Ward was the new representative for Scole PC, joining Graham Moore and was welcomed to the session.

#### 3. Minutes

3.1. The Minutes of the meeting held on 17<sup>th</sup> June 2019 were agreed, proposed by ET seconded by UH. **Action; DB to send final version pdf to AW uploading (completed).**

3.2. To consider any matters arising not covered by items elsewhere on this Agenda.

3.2.1. Re minutes 3.4, 3.5 **Parker Planning had not yet produced a summary of the original project plan, nor had GM been able to create the series of milestones from it yet.**

3.2.2. Pigeon Investment Mgmt **updated**

#### 4. AOB

4.1. It was suggested that the SG should note and briefly discuss the letter from Mr Jacob Ecclestone published in the 19-Jul-19 edition of the Diss Express. The letter is critical of the SG's evaluation of results relating to Parish Fields that were part of the March 2018 public consultation exercise. See Item 8.2, below.

#### 5. Parker Planning Services update: DB gave a verbal update to the group

5.1. DB updated the group that contact had been made with PPS. A meeting had been proposed between DB, SA and PPS for week starting 22<sup>nd</sup> July 2019, date yet to be confirmed. It was felt that important elements of the key information were now, albeit it provisionally, in place such as the Housing Needs Assessment. The coming meeting would scope out the remaining work and timeline it

#### 6. AECOM for technical support: verbal update

6.1. *Housing Needs Assessment:* ET confirmed the final report was not yet available, but it is expected in the next week or so. Julia Blest, a Neighbourhood Planning Officer from Locality, had confirmed that some of the feedback submitted by new DTC Cllr Dave Poulter on 2-Jul-19 (a month after AECOM's deadline for comments), which had initially been refused, would be incorporated to some degree after all.

6.2. *Site option and assessment*: this is ongoing, more information has been requested and provided by ET. The opportunity for a site visit date is approaching.

6.2.1. The work is hampered to some degree by the incompleteness of the Greater Norwich Local Plan call-for-sites exercise: GM explained it is still open until September. October is the expected date for consultation on the pre-submission draft Plan. This then should run into early 2020. the SHELAA (Strategic Housing and Economic Land Availability Assessment), which will contain the analysis of the call-for-sites will be available at the same time. In light of the current state of the GNLP and the SHELAA are we being premature with our site assessment or will it perhaps inform us on how to respond to the consultation and thereby influence the Plan? If we feel alternative sites might be more suitable in the DDNP, should we now conduct our own call-for-sites and start talking to landowners?

A discussion followed around the GNLP strategic distribution/spatial allocation of the housing requirement over the Plan period: 300 for Diss, 35 for Scole, 50 for Roydon. ET envisaged AECOM activity as pruning out some sites from the 35 sites currently offered to the GNLP, which collectively have a housing capacity way in excess of the spatial requirement.

UH confirmed B&O Parish Council is looking to carry out a separate housing needs assessment to add to the DDNP evidence base.

It was re-emphasised that the housing element of the DDNP was key and a top priority to progress.

6.2.2. Babergh/Mid Suffolk Joint Local Plan: DB confirmed that the consultation on the pre-submission version of the Plan is expected to start on 22-Jul-19 and will run for 10 weeks to 30-Sep-19. The SG must prepare to submit a DDNP representation, which will involve the three Suffolk parishes gathering as much opinion from their communities as possible. A public meeting is already planned in Palgrave to ascertain the appetite for further development. The spatial allocation of housing in the three Suffolk parishes is a minimum of 64 over the 2018-36 period of the Plan. Palgrave has already contributed (or is contributing) 49 of these and the settlement boundary of Oakley has been extended to accommodate a further 15.

6.3. *Design + Design Codes*: ET said that this is progressing well. It will be looking at such things as parking provision, wider main through routes, wider footpaths etc, wheelie bin storage, better connectivity as standard. Should have a draft out by end of July '19. The same considerations, many of which are still relevant albeit it with minor tweaks, need to cover the villages. When the drafts are circulated, comments can be gathered to tailor the codes to individual areas. **Action: SA to circulate character and design policy from Poringland NP, relating to infill.**

## 7. South side of Park Road, Diss

7.1. ET updated the group and circulated a map produced in 2012 that showed how surprisingly extensive the potentially developable area is. Progress update regarding proposed event for south side of Park Road stakeholders. Setting up a working party was proposed, comprising ET, SO, DB, SA and an external architect. **Action: SA to identify a date and venue and circulate invites.**

## 8. Parish Fields proposed development

8.1. Consultation by the developers Scott Properties is currently being invited for this 3 ½ acre privately owned site proposal – which is seen by many as an important open space for

the town. The proposal comprises 55% of land given over as green space in return for 45% being made available as a site for around 26 bungalows for older people. This is a contentious issue in the local community, with many people wanting to see the area preserved and protected in its entirety.

- 8.2. The letter published in the Diss Express regarding this was circulated, and the best way to respond was discussed. Sooner or later the SG will need to take a position on it, as will DTC. **Action: the figures referred to will be made available to the SG - GM, and SO to update the SG on the position of the council.**

The meeting closed at 20.57

9. **Next meeting** – regular meetings of the Steering Group will be held on the 3<sup>rd</sup> Monday of each month unless otherwise notified: 19<sup>th</sup> August, 16<sup>th</sup> September, 21<sup>st</sup> October, 18<sup>th</sup> November and 16 December 2019.

A handwritten signature in black ink, appearing to read "David M. Beun". The signature is written in a cursive, flowing style.

19 August 2019