

Diss & District Neighbourhood Plan Steering Group

Minutes of a Meeting held on Monday 20th August 2018 at 7pm at Diss Youth & Community Centre.

Present: Mike Bootman (Chairman), Tom Pace (Brome & Oakley), Alison Wakeham (Burstons & Shimpling), Simon Olander & Fiona Wenman (Diss), Penny Thompson (Palgrave), Graham R Moore (Scole), Steve Leigh (Stuston).

Also present: Graham T Minshull (SNC Cllr), Jessica Fleming (SCC Cllr), David Burn (MSDC Cllr).

1. **Apologies for absence**

- a) Were received from Neil Weston (Palgrave), Roger Greenacre (Stuston) and Simon Marjoram (SNC);
- b) Penny Thompson was formally welcomed as the community representative for Palgrave.

2. **Minutes & Matters Arising:**

- a) The Minutes of the meeting held on 16th July 2018 were agreed and signed as a correct record;
- b) There were no matters arising not covered by the Agenda.

3. **Governance:**

- a) Agreed to amend the Governance document to rebalance the composition of the Steering Group by ensuring wherever possible at least equal representation from the community in each parish;
- b) No agreement was reached on the request from the Heritage Triangle Trust (HTT) to provide a community representative because of concerns expressed by certain individuals that the HTT was presently a single-issue interest group and the potential individual represented only one group of stakeholders. The fact that the latter would apply to almost any other individual within Diss went unanswered, other than to argue that 'community' meant the entire community with a reluctance to acknowledge the existence of various groupings that each define themselves as communities;
- c) The reasons behind the e-mail questions from Diss TC were a matter of concern; several appeared to question the Steering Group and its Governance rules, whilst others showed lack of knowledge that should not be present in the Lead Council. **Agreed the Chairman to respond** by reference to the Governance document, financial information already supplied to or controlled by Diss TC, and to clarify any misconceptions about project planning and project management.

4. **Vision & Themes Public Consultation:**

- a) To note that the Written Responses have been published through the website. **All Parishes to review the Written Responses ASAP and identify relevant issues and actions arising from them;**
- b) To note that the Summary Report of the Business Summit has been published through the website and e-mailed directly to business delegates who attended or gave their apologies.

5. **Consultations:**

- a) Noted the NCC traffic study data collection is complete and analysis is in hand but that no information is yet available quantifying the relative proportion and mix of through traffic;
- b) Further noted as a significant risk to the NP the 2008 Study undertaken by Mott McDonald for NCC was an audit rather than an implementation plan. Attleborough NP (Breckland) is currently struggling to get NCC to commit to any form of delivery or implementation plan;
- c) Noted the A140 Eye Airfield new link road and modifications/closures include restrictions to the right turn from the A140 into the single track route through to Palgrave (drivers to proceed to the new roundabout to reverse direction and make a left turn) but any consideration of imposing a restriction to the right turn from the B1077 onto the A140 at Devil's Hand Basin will be evaluated once the new link is open and traffic flows stabilise;
- d) Noted the response to BMSDC Draft Statement of Community Involvement;
- e) BMSDC Joint Housing Strategy - noted that consultation will commence on 21st September and end on 1st November, with more details to be available during September;
- f) GNLP - Noted revised Site Proposals supposed to be re-consulted on during September. Agreed that Parishes should be making their own appraisal of the sites they considered more appropriate for likely local need. **All Parishes to action as relevant to both Reg 18 re-consultations;**

- g) BMSJLP - Noted a further Regulation 18 public consultation in December 2018/January 2019 with submission of a Regulation 19 document in Spring/Summer 2019:
- h) Noted for review the GNLP report from Reg 18 consultation to GNLP Board 19th June includes a summary of the feedback (pp20-49) and proposes a second Reg 18 consultation (pp50-58), see: <http://www.greaternorwichgrowth.org.uk/dmsdocument/2393>

6. **Duty to Support:**

- a) Noted the revised National Planning Policy Framework (NPPF), associated policies and standardised methodologies, such as Objectively Assessed Need (OAN) are now in effect;
- b) Noted that MSDC now has a 6.5 year Housing Land Supply, relieving development pressures on the Suffolk parishes which may include those nearby parishes serviced by Diss. However GTM explained that the way in which housing supply is now calculated SNC lacks a 5-year supply in the rural areas but is massively over-supplied in the Norwich conurbation. This could open Diss and surrounding Norfolk parishes to speculative development pressures;
- c) Housing Requirement figures were formally requested on 7th June last. Noted BMSDC responded that revised calculations using the new OAN will be made following publication of updated household projections in September. [NB In an e-mail sent just before the meeting SM advised that the GNLP team had again been requested for an approximate figure];
- d) Housing Need Assessments were requested at the same time. Noted BMSDC responded with only a 2005 assessment for Palgrave. Further noted SNC had provided information relating to need but no assessments. **MB to request SM to so advise formally, in order that the HNA technical support package could be requested through Locality for all 7 parishes;**
- e) Following discussion, Agreed the draft response to the 5 questions posed by SNC/Broadland DC as the basis for further negotiation with the clear understanding the NP will allocate sites and develop housing policies to suit local needs. GTM advised that it be sent to SM first for initial comment before making any more formal response to the various officers involved. **MB to action.**

7. **Progress Reports and Planned Work:**

- a) No updates received from Parishes;
- b) Noted a meeting has been requested with MSDC and SCC to discuss potential options for infrastructure and development in advance of the second Reg18 consultation on BMSJLP;
- a) Noted plans for a follow-up to the Business Summit are being developed.

8. **Planning Applications** – to receive updates on and consider any responses to planning applications that may have implications for the development and delivery of the NP:

- a) Noted further applications relating to the BP filling station [BMSDC DC/17/03027] as follows:
 - I. [BMSDC] DC/18/02970 application for removal or variation of condition 5 (construct visibility splays before work commences) - Re-consultation in the light of further information. A strongly worded OBJECTION had already been submitted;
 - II. [BMSDC] DC/18/03188 - application for temporary use of existing access to allow construction of petrol filling station approved under DC/17/03027. DB noted the main application and conditions had been approved by committee and the officer advised that any change to those should also be determined by committee. The original approval required this access to be used as an exit from the site by means of a left-turn only - the applicant's plans showed the wide swept areas for large vehicles entering/leaving from both directions. **Agreed to strongly OBJECT and to recommend the proposed site entrance along the A140 dual carriageway be used for construction traffic.**

9. **Website:**

- a) Updating and maintenance remains an ongoing challenge without the resources. Home page still to be updated describing the current state of play.

10. **Digital Mapping** - no further update other than to encourage use of free/alternative map sources.

11. **Next meeting** - regular meetings of the Steering Group will be held on the 3rd Monday of each month unless otherwise notified:

17th September 15th October 19th November 17th December

Meeting closed 9:00 p.m.