

## **Minutes of the Diss & District Neighbourhood Plan Steering Group Meeting**

Held on Monday 19th March 2018 at 7pm in the Meeting Room at Diss Youth & Community Centre.

Present: Graham Moore (Scole), Corinne Moore (Scole), Mike Bootman (Chairman), Alison Wakeham (Burstton & Shimpling), Roger Greenacre (Stuston), Paul Curson (Roydon), Sonia Browne (Diss), Jessica Fleming (SCC Cllr) and Deborah Sarson (Diss Town Clerk)

1. Apologies for absence were received from Jethro Shirley-Smith (Palgrave), Steve Leigh (Stuston), Simon Olander (Diss), Ursula Halton (Brome & Oakley), David Burn (MSDCllr), Fiona Wenman (Diss).
2. Minutes – the minutes of the meeting held on 19<sup>th</sup> February 2018 were agreed and signed as a correct record.
3. Matters Arising – AECOM, the company providing technical support through Locality have agreed to contact again once it was clearer what the new package of support will be from April 2018; Chairman apologised for not responding to the government's Major Road Network consultation, with other concurrent consultations and planning applications he had run out of time.
4. Vision & Themes public consultation – closed Friday 16<sup>th</sup> March; final postal responses awaited but currently 781 on-line responses with a further approx. 80 postal responses to hand to upload. This was considered a good response rate, more than 10% of the 6,800 or so delivered. The age profile showed the majority in the 65-74 age range with a good spread in the age range of respondents. Agreed that a further meeting needed to analyse the results, in particular the freeform/handwritten comments. The Governance Group had recently discussed reporting to Annual Parish Meetings, a year on from each community confirming support for an NP. This was **agreed** as a priority and that one display board would be prepared for use by each parish for their Annual meeting. It was further **agreed** to accept postal responses up to Friday 23<sup>rd</sup> March 2018.
5. Consultations:
  - a) Greater Norwich Local Plan Regulation 18 Consultation – noted on-line responses have been submitted and considered further written submissions including draft responses to the Site Proposals and Growth Options documents. It was re-affirmed each SNC parish would respond re the site proposals as previously agreed and the response to the growth options would establish the attractive location of Diss and the potential of the surrounding area, draw attention to current issues and constraints, but leave the amount of growth proposed and necessary supporting infrastructure and services open to further discussion and examination;
  - b) Noted the Draft National Planning Policy Framework, documentation available here; [www.gov.uk/government/consultations/draft-revised-national-planning-policy-framework](http://www.gov.uk/government/consultations/draft-revised-national-planning-policy-framework)
6. Duty to support:
  - a) Received an update from the meetings between the Governance Group and key officers from all the local authorities on 27<sup>th</sup> February & 15<sup>th</sup> March. Due to adverse weather conditions a limited meeting took place on 27<sup>th</sup> February, the discussion

being about the presentations for the Business Summit on 2<sup>nd</sup> March (also postponed due to adverse conditions). At the reconvened meeting on 15<sup>th</sup> March a number of topics were aired, with the encouraging information that NCC intended to add the Diss Market Towns [Traffic] Study into the programme for 2018, together with options for the amount of growth and supporting infrastructure and services, including the NHS and the ways in which the response to the GNLP consultation might be expressed. Recommendations were made about keeping the NP broad-brush rather than being too specific and the need to be gathering evidence;

- b) Noted that the meeting of the Broadland DC and SNC NP Groups had been rescheduled to 22<sup>nd</sup> March as a consequence of the recent adverse weather.
7. To receive updates on matters relevant to development and delivery of the NP including:
  - a) Rescheduling of the Business Summit to 18<sup>th</sup> May; promotion to start imminently;
  - b) **Formally agreed** to initiate discussions with key stakeholders for the land between the Mere and River Waveney, with help from a retired town planner.
8. Future Focus - noted the Draft NPPF includes the requirement that the LPA(s) provide the housing requirement figure and also for a statement of common ground. SNC to provide a contact in the local NHS clinical commissioning group. The response to the GNLP consultation leaves options more open but work can commence in evidence gathering in some areas. Details awaited of future Locality technical support packages.
9. 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 deferment of consideration of Morrison's application to 28<sup>th</sup> March, DTC to speak against and chairmen of DDNP and Heritage Triangle Trust to jointly object.
  - b) Noted that the environment agency and flood objections to the proposed BP filling station at the A140/A43 roundabout had been overcome, leaving only the Highways objections. Cllr Fleming undertook to discuss these with the officer concerned.
10. Governance
  - a) **Agreed** that, in line with good practice, the Governance Group will propose an Information Management Policy for approval;
  - b) **Agreed** that representatives should ensure a good flow of information between the individual parishes and the Steering Group and especially on any matters including planning applications that might have implications for the Plan.
11. Website – further discussion was held about expanding, developing and maintaining content. GM volunteered to draft an introduction and background text to explain the formation and the work to date of the Steering Group.
12. Digital Mapping - nothing further to report.
13. Next meetings - regular meetings of the Steering Group will be held on the 3<sup>rd</sup> Monday of each month unless otherwise notified: As the Scole representatives are unavailable on 16<sup>th</sup> April it was **agreed** to reschedule the meeting to 23<sup>rd</sup> April and also to hold a workshop-style meeting to analyse consultation responses on Tuesday 3<sup>rd</sup> April at 2pm.

21 <sup>st</sup> May	18 <sup>th</sup> June	16 <sup>th</sup> July	20 <sup>th</sup> August	17 <sup>th</sup> September
15 <sup>th</sup> October	19 <sup>th</sup> November	17 <sup>th</sup> December		