

Diss & District Neighbourhood Plan Steering Group

MINUTES OF A MEETING

held on Monday 16 November 2020

7.30pm (via Zoom)

Present: David Burn (Chairman); Simon Olander and Eric Taylor (Diss); Roger Broughton (Brome & Oakley); Roger Greenacre (Stuston); Alison Wakeham (Burstons & Shimpling); Paul Curson, Jane Jennifer and Trevor Ault (Roydon); Neil Weston and Sharon Cousins-Clarke (Palgrave); Dola Ward and Corrine Moore (Scole); Dave Poulter (Project Manager); Stephanie Ayden (Project Officer); Louise Cornell and Mark Thompson (CCP Consultancy)

1. Chairman's opening remarks:

- 1.1. The Chair welcomed the Group and opened the meeting.
- 1.2. It was agreed that the project officer be note taker.
- 1.3. Interface/potential impact between DDNP and Babergh/Mid Suffolk Joint Local Plan was raised now the reg.19 Pre-submission joint Local Plan had been published.

2. Apologies and introductions:

- 2.1. Apologies received and accepted from Graham Moore (Scole), Ursula Halton (Brome & Oakley) and Steve Leigh (Stuston).

3. Minutes:

- 3.1. Approval: The Minutes of the meeting held on 26th October 2020 were agreed, proposed by SO seconded by DW **ACTION: DB** to pass approved PDF to Project Officer for publication to www.ddnp.info **COMPLETED**
- 3.2. Matters arising:
 - 3.2.1. MINUTE 4.1 There was no need to arrange photography of newly suggested sites, as the second AECOM report had incorporated them.
 - 3.2.2. MINUTE 6.1.1 Feedback on Working Group's spreadsheet for a walking and cycling network was discussed. Connectivity was key, and it was agreed that what may appear a 'dead end' may actually represent a destination on the ground. **ACTIONS: LC** to circulate the most recent cycling map. **SO** who raised a concern was asked to note on map any such concerns and pass back to LC.
 - 3.2.3. MINUTE 6.2.2 Furthering the working relationship between Mid Suffolk and South Norfolk is proving a challenge. It is up to CCP to encourage this, and MT confirmed he had emailed SNC and cc'd in MDSC but not had a response. It was felt that a meeting would be beneficial between CCP and MSDC to keep aligned. MT had spoken with Cllr Jessica Fleming, and Suffolk Wildlife Trust but again, had received no response. **ACTION: DB/DP** to arrange a meeting of key SNC and MSDC members and officers; **LC** to help with selecting and inviting attendees.
 - 3.2.4. MINUTE 7.1.1 Completion of selection of site allocations and LGSs for second survey was confirmed
 - 3.2.5. MINUTE 7.2 Sign off and publication on www.ddnp.info of all parish reports for the results of the first consultation had been actioned, with the exception of Palgrave. **ACTION: NW/SC-C** sign-off required asap

4. Declaration of interests: None

5. AOB: None

6. Project Management Team update:

- 6.1. Good progress had been made with regards to pulling together the elements of the second consultation, and it was ready to go live on the website.

- 6.2. Engaging with landowners as to whether any of their sites, NDHAs and LGS had been put forward for consultation was agreed and should be done to foster good relations.
- 6.3. The draft Ecological Network map was discussed. It was a first draft and steering group reps were invited to pass comments to DP and LC. **ACTION: LC** to discuss Roydon ecological network input with **Roydon reps** outside the meeting. It was queried if someone with 'eco credentials' had looked at the map, and LC confirmed she had outlined the procedure and assessment with Norfolk Wildlife Trust (NWT). She had collated their input and created the map showing the proposed corridors. These are to be seen as 'strategic corridors' rather than where definitive boundaries may lie. MT had spoken with Jessica Fleming about this, and contacted Suffolk Wildlife Trust (SWT) to engage/agree with the work undertaken so far. No response had been received yet. DP confirmed that the Ecological Network information needed to be in the first draft of the plan, and feedback needed to be in within the next week or so if SWT and NWT were to input? CM queried if the Frenze SSSI still existed. DB confirmed it should be, but may need investigating. **ACTION: LC** to investigate. AW raised the need for Back Lane, Burston and Shimpling to be included. DP confirmed there was more work to do on this, and he would engage with Tim Holt-Wilson to gather in more information on features 'on the ground' to augment the information on the map.
- 6.4. Revised fee proposals from CCP were discussed given the possibility that they might carry out the Strategic Environmental Assessment work. It is clear that their work has necessarily had to extend beyond the scope that was originally anticipated, and a revised fee proposal through to completion of the project is now needed. Locality may then be approached for extra funding. in the possibility of needing further funding support from the participating parishes was briefly discussed. **ACTION: DP/CCP** to discuss further at the next project mgmt. meeting.

7. Project Officer's update

- 7.1. SA gave an overview of promotional materials; banners and posters are in production. Facebook advertising was being explored, and the website homepage would direct people to the survey link. Paper versions of the survey had been produced, and individual arrangements had been made with each parish as to printing/delivering flyers, surveys, posters, etc. A draft press release was in circulation to the steering group.

8. Steering Group representatives' updates:

- 8.1. **DISS** ET confirmed he was expecting a final report from AECOM in the next few days via Locality. DP was contacting landowners of all three new sites (housing and LGS) in Diss. DB confirmed that as far as contacting landowners from the earlier consultation, that was the responsibility of the individual representatives.
- 8.2. **SCOLE** GM expressed his disappointment at the failure of the SNC to inform Scole PC of two new sites coming forward. **ACTION** to be included on the agenda for the planned meeting with SNC.
- 8.3. **ROYDON** The representatives confirmed that all owners had been consulted on the four new sites coming forward and the LGS in the parish. Their parish newsletter 'Roydon Roundup' had been circulated to every household so there should be good awareness of the second consultation. JJ asked if owners of NDHAs would be told of the final selection. DB confirmed we need to manage expectations due to other considerations.
- 8.4. **BURSTON & SHIMPLING** AW confirmed that Burston & Shimpling had plans to re-wild the playing field to ensure it was accessible for all. DP requested that information be shared with the project management group.
- 8.5. **STUSTON** RG confirmed that he had met with Suffolk Highways to explore the possibility of creating a footway from the golf course to the bridge over the Waveney on Stuston Road.

The conclusion was that it would be prohibitively expensive but an alternative might be to re-route an existing right-of way across the course to follow the edge of the road more closely.

- 8.6. **BROME & OAKLEY** RB observed that last minute changes to their consultation questions had had to be taken in light of the recent publication of the Babergh/Mid Suffolk Local Plan. Also, did we need to consult with landowners about ecological corridors? DP confirmed that we were not at that stage yet. LC confirmed there was no onus on any landowners with corridors running across their land to 'make them happen'. She also confirmed she will ask Norfolk Wildlife Trust what is required from the Norfolk parishes to support its funding bid for Claylands. **ACTION: LC**

9. **The meeting closed at 9.45pm.**

10. **Next meeting – 21 December 2020.**

A handwritten signature in blue ink that reads "David M. Bevan". The signature is written in a cursive style with a large initial 'D'.

21 December 2020