

# Diss & District Neighbourhood Plan Steering Group

## MINUTES OF A MEETING

held on Monday 21 June 2021

at 19.30 online

### Present:

David Burn (Chairman), Eric Taylor (Diss), Alison Wakeham (Burstons & Shimpling), Paul Curson, Jane Jennifer and Trevor Ault (Roydon), Rebecca Dingle (Palgrave), Ursula Halton and Roger Broughton (Brome & Oakley), Graham Moore (Scole), Roger Greenacre (Stuston), Louise Cornell and Mark Thompson (CCP consultancy), Dave Poulter (Project Manager), Stephanie Ayden (Project Officer).

### 1 Chairman's opening remarks and formalities

- 1.1 DB welcomed the Group and opened the meeting.
- 1.2 He introduced Stephen Flynn, who is studying part-time for an MA in Urban and Regional Planning at the University of Westminster. Stephen explained that his dissertation is concerned with community engagement in planning matters and he had asked if he could observe the meeting and possibly interview some of the members during July and the first half of August about the DDNP's experience with consultations.

### 2 Apologies for absence

- 2.1 Apologies were received and accepted from Simon Olander (Diss) and Dola Ward (Scole).

### 3 Declaration of interests

- 3.1 None was declared.

### 4 Minutes of previous meeting:

- 4.1 The Minutes of the meeting held on 17 May were agreed unanimously. **Action: DB** to pass approved PDF to Project Officer for publication to [www.ddnp.info](http://www.ddnp.info) **COMPLETED**
- 4.2 Matters arising:
  - 4.2.1 *MINUTE 6.2.1*: Has LC included new flooding and water quality policy?  
No but it will be added to website Plan and survey; however, it may be difficult to include it in the printed copies **Action: LC**

### 5 AOB

- 5.1 None.

### 6 Reg 14 Consultation – Project Officer's status report [SA]

- 6.1 Action Plan – circulated by SA on 19 June.
- 6.2 Still aiming for a 23-July launch but depends on progress with the printing.
- 6.3 Ten copies of draft Plan plus evidence base documents will be collated into ring binders for use by the parishes. A further ten will be printed and left at DTC office.
- 6.4 Single banners will be printed for Roydon, Scole, Palgrave and Brome & Oakley. Four will be printed for Diss.
- 6.5 Inaccurate list of consultees from DTC needs urgent correction. **Action: DB COMPLETED**
- 6.6 Roydon reps had done an excellent job in drafting and circulating a press release to all the local and regional papers. It forms [Appendix 1](#) to these minutes. Please draw from it for local use throughout the consultation. The latest edition of *Roydon Round-Up* will also be helpful; see [Appendix 2](#).

UH left the meeting at ca 20:15

**7 The draft Plan (Reg.14 pre-submission document) [LC]**

- 7.1 Almost all the draft Plan has now been brought up to date.
- 7.2 The flooding and water quality omission (see minute 4.2, above) will be addressed either by including an additional bullet point in the allocation policy of those sites that are susceptible to these risks; or by introducing a separate policy that would point to the relevant allocation policies.

**8 Project Management Team update [DP]**

- 8.1 Much of the progress that would ordinarily be reported here was covered earlier in separate agenda items.
- 8.2 The individual parish contributions have now all been received with grateful thanks. We still await payment of the latest Locality grant money which is being withheld until they have received the sum we underspent on the previous grant

**9 DDNPSG and South Norfolk Council liaison [LC]**

- 9.1 Not exactly a liaison situation but helpful nonetheless: SNC (Richard Squires), through CCP have requested a guided tour of the development site allocations in Diss to inform their response to our Reg.14 consultation. **Action: DTC reps** please arrange directly with RS

**10 The designation of churchyards as Local Green Spaces [DB]**

- 10.1 The Suffolk reps had received an e-mail from the Rector of the Suffolk churches in the DDNP area, asking for the churchyards of Brome, Oakley and Stuston churches to be removed as LGSs, just as the Stuston one has been. The reason given was that churches would be unable to comply with the policy requirement to provide equivalent greenspace elsewhere for any lost to development within the churchyard. It was agreed that we should consider this as a consultation response and reply to Rev. Watkins accordingly. The point was made that the protection afforded by the Diocese's own Faculty procedures would not extend to the setting of the churchyard, as would that of an LGS designation. The view was also expressed that any decision should be consistent across the area, not limited just to the Suffolk churchyards. **Action: DB** to write to Rev. Watkins explaining our position **COMPLETED**

**11 Steering Group Reps Section [DB]**

- 11.1 Roydon wanted to draw attention to tensions that had been created within the parish because of inadequacies in SNC's presentation of their [Reg.18 consultation](#) for the Village Clusters Housing Allocations Plan (VCHAP). The parish had previously worked hard to placate some residents who had concerns about possible housing site allocations. But the old wounds were re-opened because, amongst other things, SNC omitted to state on the Roydon Map Booklet that the responsibility for allocations within Roydon (Scole and Burston & Shimpling) had been formally passed to the DDNP. [Appendix 3](#), below, details the blow-by-blow development of the situation. [Appendix 4](#), Roydon reps letter to Diss Express.

**12 Correspondence [DB] None.**

**13 Next regular meeting: 19 July 2021**



**The meeting ended at 21:55.**

19 July 2021

**Press release**

Diss & District Neighbourhood Plan reaches its Regulation 14 Consultation!

The Diss & District Neighbourhood Plan has launched its Regulation 14 public consultation.

The Diss & District Neighbourhood Plan (DDNP) is the neighbourhood development plan covering Diss, Roydon, Burston & Shimpling, Scole, Palgrave, Stuston and Brome & Oakley. It has now reached the next stage in its development – the formal Regulation 14 Consultation, which is now live and will close after six weeks.

Councillor Simon Olander, Leader of Diss Town Council, says “This formal consultation is an important milestone in the development of the Plan and is the first time the complete draft has been shared with the people who've helped create it – and that's all those who live and work within the seven parishes.”

The DDNP has allocated sites for required development within the formally designated plan area following two consultations with residents during 2020. These are addressed in detail within the Plan but it also includes many other issues of interest to the community.

There are Growth and Infrastructure Policies covering climate change, green infrastructure, cycling and walking networks, Diss Leisure Centre, the regeneration of Diss town centre and the future redevelopment of the Waveney Quarter formerly known as ‘the south side of Park Road’. These policies range from the urgent need to keep drainage ditches clear to lessen the damage caused by flooding, to the exciting plans for a new 21<sup>st</sup> century leisure centre for the area. It covers the need to protect and encourage the dark skies outside of Diss to help reverse the drastic decline in insect populations and for our own pleasure when we want to stargaze. It also includes plans for improving the cycling and walking routes to make it easier for us to move around our parishes and between them without using a car.

And there are Protection Policies for proposed Local Green Spaces, Important Views, and the Historic Environment within each parish. These policies give some protection against inappropriate development that would affect the amenity value of those assets.

David Burn, chairman of the DDNP Steering Group, urges all residents of the seven parishes to read the consultation and give their feedback via the survey on the website: “We have been gathering community opinion at all stages of the development of this plan and now we have it in this complete draft form. So we hope that all residents of the seven parishes will take part in this present consultation.”

The draft of the complete DDNP and the many documents that make up its extensive Evidence Base are available to view at [www.ddnp.info](http://www.ddnp.info) along with an online feedback questionnaire. Anyone who has difficulty accessing it on the website should contact their parish council's clerk for assistance. Posters, fliers and banners will be going up across the parishes to catch the attention of all who live or work in the DDNP area.

There will be three open days at Diss Corn Hall, on 2, 3, 4 July, for people to view display information on the Draft Plan and talk to DDNP Steering Group parish representatives. There's an additional open day on Sunday 18 July from 1 – 7 pm in Roydon Village Hall with Roydon's Steering Group parish reps.

**Contacts:**

- DDNP Steering Group Chairman:  
David Burn, [d.burn@ddnp.info](mailto:d.burn@ddnp.info) , mobile: 07889 3014141
- DDNP Project Officer:  
Stephanie Ayden, [ddnp@diss.gov.uk](mailto:ddnp@diss.gov.uk) , mobile: 07538 127654
- Leader of Diss Town Council:  
Cllr Simon Olander, [olander007@icloud.com](mailto:olander007@icloud.com) , mobile: 07855 742843



# THE ROYDON ROUND-UP

The newsletter for Roydon Parish Council

Issue 4: June 2021

## Woodland Celebration

at Quaker Wood, Factory Lane, Roydon  
on Saturday 24 July from 2 – 5 pm.

**Richard Mabey**, acclaimed nature writer  
from Roydon,

will provide an introduction at 3 pm  
followed by a botanical tour.

Music by the Deneside Ramblers, craft stalls, local  
green information stands\*\*, refreshments and  
children's games.

\*\* Roydon's Footpath Group will be there to share info  
about Roydon's public footpaths with anyone who  
wants to know more!

And Trevor Ault, from the Parish Council, will be there to  
chat about Green Spaces and Eco-corridors within Roydon.

## Fundraising Coffee Morning for East Anglian Air Ambulance

Roydon Village Hall  
**Saturday 31st July 10:30 til 13:00**  
Bric a Brac, Raffle, Cakes, Tombola  
and various other stalls

Any questions please contact  
karenfrancis10@btinternet.com

## A message from the Churchwardens:

Roydon Church is, with caution, open every day and  
holding services fortnightly.

Please contact Sarah or Andrew, the churchwardens,  
to check dates:

Andrew Daniels 01379 643575  
Sarah Briscoe 01379 643599.

As soon as regulations allow, we will restart our  
Wednesday Coffee Mornings.



The Diss & District Neighbourhood Plan has reached  
an important milestone in its development – its  
formal Regulation 14 Consultation!

**Q: What does 'Regulation 14 Consultation' mean?**

**A:** It's the first time the draft of the entire Plan has been  
shared with the people who've helped create it – and  
that's you!

**Q: How can I see the Plan?**

**A:** You can go online to [www.ddnp.info](http://www.ddnp.info) and follow the  
link to the 'Regulation 14 Consultation'. Once there,  
click on the links to read the DDNP Plan and the  
Evidence Reports.

**Q: How long is it available for?**

**A:** It's expected to start on Mon 21 June and will run for  
6 weeks. Please check our facebook page for updates.

**Q: What does the Plan cover?**

**A:** It has the DDNP's proposed sites for future  
development across the whole DDNP area – including  
the site that you chose for Roydon village: south of  
Roydon Primary School.

**Q: What else does it contain?**

**A:** Policies covering, for example, climate change, green  
infrastructure, cycling and walking networks. Plus our  
proposed Local Green Spaces, Important Views and  
Heritage Assets, supported, and in some cases  
proposed, by you.

**Q: How can I provide feedback?**

**A:** Please click on the large 'feedback questionnaire'  
button on the same page as the DDNP Plan links.

**Q: What if I haven't got the internet?**

**A:** The Plan runs to 112 pages plus the Evidence Reports and we've got a few printed copies which we are loaning out to residents.

**Q: How can I get one of them?**

**A:** Please call either Trevor Ault (07535 314852) or Jane Jennifer (07410 411218) and they will make the arrangements with you, including providing you with a printed feedback questionnaire.

**Q: Is there going to be a display anywhere?**

**A:** Yes! Three open days at Diss Corn Hall on 2, 3, & 4 July with Draft Plan information and Steering Group members to hand. And we are holding an open day here in **Roydon Village Hall on Sunday 18 July, from 1 – 7 pm**. Please do come and see us.

**Q: What will happen when this consultation closes?**

**A:** The steering group will decide what changes need to be made and then the Plan is sent to the South Norfolk and Mid-Suffolk District Councils for what's called 'independent examination'.

**Q: This Plan has been a long time in the making - will it ever end?!**

**A:** Yes!! After 'Examination' the Plan gets put to referendum and you will be asked to say if you support the Plan. Only if you, the DDNP community, say 'yes' to the Plan will its contents have any sway in the future development of the Plan's parishes.

*And, in other parish news ...*

### **New Wildflower Meadow**

There is a large area of grass verge that we are currently referring to as **Millway Green**. It borders Shelfanger Road and the backs of houses in Millway Avenue, Linden Grove and Louie's Lane. Roydon Parish Council are working with South Norfolk District Council to turn it into a wildflower meadow with wildlife friendly habitats. We are hoping to do some tree planting in the autumn/winter of 2021.

If you would like to **volunteer** to help with this project we would love to hear from you – contact **Vera Proudlove** who will be co-ordinating any working parties - veraproudlove@btinternet.com – or **Trevor Ault**, the Roydon Parish Council rep – 07535 314852/ trevorault@hotmail.co.uk

### **Brewers Green**

Unfortunately, damage has been caused to a number of mature trees on Brewers Green by unauthorised cutting of ivy. In the most recent event, a large branch was cut off the sycamore tree near the post box on the Green by the action of severing ivy stems. The management of the Green is overseen by a parish council sub-committee, with the agreement of the owner, who has indicated he will prosecute the culprit(s), if identified, should any further damage be caused to trees by anybody acting without permission.

### **Roydon Streetlight Upgrade News**

The work to replace all the lights owned by Roydon Parish Council is due to commence mid-July. It is expected that the concrete columns will be first, replacing them with new metal columns. The rest of the lights will be replaced street by street and the work should be completed in August.

Please be mindful that there will be contractors working in your streets and apologies for any disruptions that are caused during this period. The new lights will be more efficient and reliable than the current stock, saving both energy and money!

**RPC website: for PC info, full minutes and agenda of PC meetings** <https://roydondisspc.norfolkparishes.gov.uk/>  
**Roydon Parish Council facebook page:**  
[www.facebook.com/Roydondissparishcouncil](http://www.facebook.com/Roydondissparishcouncil)

If you'd like to **help us deliver** future issues of this newsletter to all Roydon households please contact **Jane Jennifer: 07410 411218**. Delivering to just one or two streets is fine; every bit helps – thank you!

continued...

**ROYDON's report for DDNP SG, Mon 21 June**

**Agenda Item 11.5**

**SNVCHAP Consultation**

**Mon 7 June:** VCHAP Consultation went live. A resident who campaigned against development on 'Site A' telephoned Roydon SG rep Monday afternoon.

**Tues 8 June:** phone call with resident. Confusion and frustration from resident that only Site A is shown on VCHAP Roydon Map Booklet. Wanted to know why the other sites (included in DDNP Issues & Options 2<sup>nd</sup> Cons) aren't on there and why 'still pushing Site A' when the opposition has been so loud.

SG rep directed resident to Roydon text on another page within VCHAP consultation which states that Roydon allocations are being made by DDNP. Commiserated with resident that there is nothing on VCHAP map to indicate this.

**Wed 9 June:** RPC puts clarifying info re: DDNP allocating sites in Roydon, not VCHAP, on website and Facebook page.

**Thurs 10 June:** 2<sup>nd</sup> resident rings SG rep with similar concerns to 1<sup>st</sup>.

**Thurs 10 June:** SNVCHAP hold their online 'Intro to VCHAP for parish councillors'. Within this, Roydon SG reps learn where the Map Booklets' Legend can be found. Discover that if a site is coloured blue this means the site is either rejected or being assessed by NP. Site A on the Roydon Map is coloured blue. This colour, with no link to the legend, is all that informs the viewer the status of that site.

**Friday 11 June:** Roydon SG reps email the VCHAP zoom hosts, Paul Harris & Simon Marjoram, requesting they a) put a link on the Roydon Map to the Map Legend, and b) hold future 'Introductions for PCs' before or on the day a consultation goes live. No acknowledgement or reply received as of 20/6/21, no link been put on Roydon Map.

**Friday 11 June:** VCHAP have near full-page article in Diss Express about consultation, including reference to Roydon's need to allocate a site for 25 houses (along with other villages). No mention of the DDNP anywhere in the article.

**Monday 14 June:** Roydon SG reps send letter to Diss Express pointing out VCHAP's omission to mention DDNP and reassuring readers that DDNP are allocating the sites in Roydon, Burston & Shimpling and Scole – not VCHAP – and that the Plan is on course and about to start the next stage, its Reg 14 Consultation. Informed Roydon residents that The Roydon Round-Up would be delivered to each Roydon household giving them all the details needed to take part in the consultation.

**Thurs 17 June:** RPC put up Facebook post to remind residents that VCHAP consultation doesn't apply to Roydon as DDNP is allocating and to get ready for the DDNP Reg 14 Consultation which is about to go live. 1st resident comments that the post is 'very misleading' and residents 'absolutely should respond' to the VCHAP consultation and she is 'very disappointed that the PC are putting out information that is not 100% accurate.' Another resident adds re: residents' rejection of Site A: '... it seems that somehow Roydon council have not conveyed this important information to the Village Clusters ... Do we now have two parallel processes going on that are not communicating with each other?' A third resident joins the comments and brings up the issue of sites in Roydon parish within the Diss settlement boundary counting towards Diss's allocation.

**Fri 18 June:** Roydon SG reps' letter published in full in Diss Express. RRU delivered to all households by 20/6/21.

DISS EXPRESS Letters 18-Jun-21

## Site allocations are very much on track

The UK's planning system is, undoubtedly, a complex one, with many layers of policy, plans, strategy and authority.

On Friday, in this newspaper, readers will have read an article on the South Norfolk Village Clusters Housing Allocation Plan, with a public consultation running for the next eight weeks.

Regrettably, there was no mention made of the Diss and District Neighbourhood Plan (DDNP), which, with South Norfolk's agreement, is allocating appropriate sites for development for Roydon, Burston and Shimpling, and Scole until 2038.

Many *Diss Express* readers who live in these parishes would have benefited from finding some reassurance within the article that what they've been told at their parish council meetings – that the DDNP is handling the site allocations for their parishes – was correct, acknowledged and still in place.

It is no wonder people get confused, lose trust in their local councillors and feel that the left hand doesn't know what the right hand's doing.

For anyone living within the area covered by the DDNP, please be assured that the site allocations for these parishes are on track and are in accordance with the outcome of public consultations already carried out during 2020.

We are progressing to the next stage of the DDNP, the regulation 14 consultation, which is soon to go live and run through to early August.

This will be the first time the draft of the entire plan has been shared with the people who helped to make it – and that's all of you who live and work within the seven DDNP parishes.

In addition to site allocations, the plan also contains protection policies for local green spaces, important views and the historic environment, as well as policies on design, dark skies, green corridors and walking and cycling – all issues of great importance to the local area.

Within Roydon, we will be delivering our parish council newsletter, *The Roydon Round-Up*, to every Roydon household over the next few days.

This will contain all the information needed to access the consultation online, who to contact if you need a printed copy of the plan and how to give feedback.

We urge you to take part and join us as we approach the final stages of the Diss and District Neighbourhood Plan.

**Paul Curson, Jane Jennifer  
and Trevor Ault**

Roydon parish councillors and  
DDNP Steering Group  
representatives