

Diss & District Neighbourhood Plan Steering Group

MINUTES OF A MEETING

held on Monday 17 May 2021

at 7.30pm online

Present:

David Burn (Chairman), Eric Taylor and Simon Olander (Diss), Alison Wakeham (Burston & Shimpling), Paul Curson, Jane Jennifer and Trevor Ault (Roydon), Rebecca Dingle (Palgrave), Roger Broughton (Brome & Oakley), Graham Moore & Dola Ward (Scole), Steve Leigh (Stuston) Louise Cornell & Mark Thompson (CCP consultancy), Dave Poulter (Project Manager), Stephanie Ayden (Project Officer). Hartismere Division County Cllr Jessica Fleming (observing).

1 Chairman's opening remarks and formalities

- 1.1 DB welcomed the Group and opened the meeting.
- 1.2 The resignation of Palgrave representative Sharon Cousins-Clarke was noted.
- 1.3 Stephanie Ayden volunteered as note-taker.

2 Apologies or absence

- 2.1 Apologies were received and accepted from Roger Greenacre (Stuston).

3 Declaration of interests

- 3.1 None was declared.

4 Minutes of previous meeting:

- 4.1 The Minutes of the meeting held on 19 April were, subject to a small amendment, agreed unanimously. **Action: DB** to pass approved PDF to Project Officer for publication to www.ddnp.info **COMPLETED**
- 4.2 Matters arising:
 - 4.2.1 *MINUTE 4.4*: DB confirmed the first liaison meeting between DDNPSG and SNC had taken place, with himself, Richard Squires and Paul Harris meeting up to agree ways to ensure an effective working relationship is in place.
 - 4.2.2 *MINUTE 4.10*: SA had yet to contact Richard Squires regarding a list of statutory consultees. **Action**
 - 4.2.3 *MINUTE 8.1*: LC confirmed she had sent feedback to Highways Dept at Norfolk CC
 - 4.2.4 *MINUTE 10.2*: it was noted that a letter for the Sward/Strike school confirming its proposed included as a heritage asset was not required.
 - 4.2.5 *MINUTE 12.1*: DB had yet to respond to the Univ. of Westminster student. **Action**

5 AOB

- 5.1 none.

6 Finalising the draft Plan (Reg 14 pre-submission document)

- 6.1 LC confirmed there were a few outstanding decisions still, mainly in relation to site allocations. LC agreed to pick these up with individual parish reps separately outside of the meeting. There was a discussion about allocating for the new leisure centre at DIS7, it is not too late to do this, though discussion with SNC would be useful and DDNP does already have a leisure centre location policy.
- 6.2 ET confirmed the HRA report from AECOM had been received.
 - 6.2.1 LC had been looking at recommendations in the SEA, specifically biodiversity and climate change. AECOM had recommended a new policy encouraging developers to address flooding issues. Cllr Fleming felt something should be included, specifically around water quality for the upper Waveney. GM agreed that

something should be said about flooding. **Decision:** It was put to a vote and carried unanimously.

6.3 The steering group discussed a few outstanding issues regarding specific sites, including access issues.

7 Reg 14 Consultation Plan briefing

7.1 The timetable was agreed, with the aim of going live with the consultation on Monday, 21st June.

7.2 The production of the range of materials required was discussed and actions agreed.

7.3 The draft plan would be circulated to reps for read-through on Friday, 4th June, and returned with comments by Wednesday, 9th June.

8 Project Management Team update

8.1 DP confirmed the project was on schedule and within budget. The application to Locality for the fourth grant had been submitted by SA earlier that day.

8.2 The *Diss Matters* piece was being printed as a flier for inclusion in the newsletter, which also had a small piece about the Plan.

8.3 Other matters:

8.3.1 SG members were asked to attend a public event publicising the Plan and the consultation, proposed to be held in the Corn Hall in early July.

8.3.2 Decisions needed to be made urgently regarding alternative sites put forward by AECOM in the SEA report. All were happy subject to a few clarifications. RB flagged that Brome had not been included.

9 Steering Group Reps Section

None of the parishes had anything that warranted reporting or discussion.

As Palgrave is now down to one rep following the departure of SC-C, DP offered support for RD if needed.

10 Correspondence (DB)

10.1 No correspondence requiring discussion at the meeting had been received.

11 Format of future meetings

11.1 The group would continue to meet via Zoom for the foreseeable future.

The next meeting was confirmed as 21 June 2021.

The meeting ended at 10.02pm.



21 June 2021