

Diss & District Neighbourhood Plan Steering Group

MINUTES OF A MEETING

held on Monday 26th October 2020

7.30pm (via Zoom)

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

1 Chairman's opening remarks

1.1 The Chair welcomed everyone and opened the meeting.

2 Apologies and introductions;

2.1 Apologies received and accepted from Sharon Cousins-Clarke (Palgrave); Roger Greenacre (Stuston); Ursula Halton (Brome & Oakley); Graham Moore (Scole)

3 Minutes:

3.1 The Minutes of the meeting held on 21 September 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 AW and LC to discuss issues of estate development on edge of Burston & Shimpling. **COMPLETED**

3.2.2 Clarification on notifying landowners as a courtesy prior to November's planned community consultation: **CARRIED OVER**

3.2.3 MT to contact Babergh and Mid Suffolk Council (Cllr Jessica Fleming) to discuss Eco Networks/Norfolk Wildlife Trust. MT confirmed he had been unable to speak with Cllr Fleming. **ACTION: DB** to take this action forward. **COMPLETED**

4 AOB

4.1 9.1.5 and 9.1.6. JJ raised matter of photos required for new sites coming forward. **CARRIED OVER**

5 Declaration of interests:

5.1 RB declared an interest regarding potential sites that abut his property

6 Project Management Team update (DP)

6.1 Present role of the Working Group – and progress made to date

6.1.1 The role/brief of the Working Group volunteers (Richard Pither, Brian Falk and Tim Holt-Wilson) was outlined. Thanks to their work, good progress was being made in key areas. The Walking and Cycling network/map was developing well. **ACTION: SG reps** to look over the spreadsheet and to understand the methodology and outputs, and give feedback to DP. (Feedback already received from Roydon.)

6.1.2 Work in assessing new NDHAs was also underway and should be completed by end of November, ready to feed into the pre-submission version of the DDNP.

6.1.3 Work around the ecological network and corridors would begin shortly.

6.1.4 It was hoped that the December SG meeting would be the point to ratify the findings/data and recommendations arising from this work.

6.2 Review of timeline plan

6.2.1 The importance of 'twin-tracking' with the GNLP in order to enable the DDNP to influence future sites for development was stressed.

6.2.2 Inviting comments from MSDC regarding new sites coming forward in Suffolk would be undertaken prior to Reg 14 consultation (provisionally timetabled for Spring 2021). It was agreed that a collaborative approach should be encouraged between SNC and MSDC whenever there is a need for us to contact either one of them. **ACTION: MT/LC (CCP)**

6.3 Impact on timeline of AECOM or CCP carrying out the Strategic Environmental Assessment

6.3.1 This element of the Plan's development had the biggest impact (and cost implications) on overall progress. Whilst CCP could complete the work in the shortest timeframe, it would either need to be self-funded, or a bid submitted to Locality to pay for the work. **ACTION: DB to explore funding opportunities**

6.4 Implications of Palgrave's decision regarding membership of DDNP

6.4.1 NW had nothing further to add to the current situation, but was working to find a solution that wouldn't impact on the plan's overall timeline.

7 Items for sign off by SG

7.1 Confirmation of sites and LGSs to take forward to consultation

7.1.1 Given the tight turnaround time on receiving feedback from the SG reps, it was agreed that individual reps should feedback directly to LC. It was confirmed that SG reps can make final decision on local sites to be taken forward for consultation. The survey results and the 80% benchmark doesn't constitute automatic inclusion, and the SG reps could exercise judgement on possible sites and LGSs in their parish. **ACTION: SG reps to review their list of sites/LGS and confirm their shortlist to LC asap**

7.1.2 RB queried the number of sites put forward for Brome & Oakley. It was agreed to look into this at the project management team meeting (27-Oct) and get back to RB urgently. DB offered assistance as need to get information and clarity on what was required.

7.1.3 It was also agreed that as a courtesy all landowners of potential sites/LGS should be made aware prior to the second community consultation planned for November on new sites/LGS. **ACTION: SG reps as required**

7.2 Sign off Parish Reports for public release

7.2.1 Following final checking by each SG rep, and any subsequent edits made, the Parish Council Reports (as PDF files) would be published on www.ddnp.info. The target date for this is Nov 1st. **ACTION: SG reps to provide feedback to SA by 4pm, Friday 30 Oct**

8 Second community consultation approach

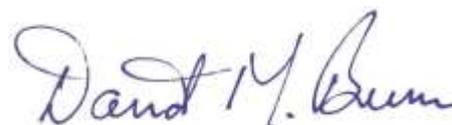
8.1 The survey will run for three weeks during November. It will be a single version survey, covering the neighbourhood plan area.

8.2 It will list the new development sites and local green spaces that have come forward following the first consultation, and invite respondents to agree/disagree with their inclusion in the plan.

8.3 It will be online with printed versions available on request, as before. There wouldn't be a postcard drop, instead there would be local posters and promotion.

9 Next regular meeting: 16 November 2020

The meeting closed at 9.48pm



16 November 2020