

## Diss & District Neighbourhood Plan Meeting

Held on Tuesday 1<sup>st</sup> August 2017 at 7pm at Diss Youth & Community Centre.

Present: Corinne & Graham Moore (Scole), David Goldson (Roydon), Mike Bootman (Palgrave), Val Pudney (Palgrave), Alison Wakeham (Burston and Shimpling), Deborah Sarson (Diss Town Clerk), Simon Olander (Diss), Roger Greenacre (Stuston), Ursula Halton (Brome & Oakley)

It was proposed and seconded to elect Mike Bootman as Chairman for the meeting.

*The primary purpose of this meeting was to review and agree the Steering Group's recommendation to Diss Town Council for appointment of a consultant to help 'plan the Plan':*

1. Apologies were received from David Traube (Diss), Graham Minshull (Diss)
2. Minutes – the minutes of the meeting held on 1<sup>st</sup> June 2017 were agreed as a correct record and signed by the chairman.

*It was agreed to bring the following items forward for discussion prior to discussion about appointment of a consultant.*

3. Market Town Strategy – it was noted that Norfolk County Council has commissioned transport focussed market town strategies, which includes Diss, and that it is recommending a meeting is arranged with the relevant team. It was noted that a similar study was carried out in 2008, which has largely been ignored by statutory authorities and it was unclear what the purpose a further study would have. Group members asked to see the previous study (**Action: DS**). It was discussed and agreed that we need a clearer idea of the scope of the proposed study to identify how it could add benefit to work being undertaken and provide evidence for the NP. It was **agreed** to arrange a meeting with the team producing the strategies and to appoint Graham Moore, Mike Bootman, Simon Olander, Paul Curson and Deborah Sarson from the D&DNP Steering Group to attend (**Action: DS**)
4. Draft Babergh Mid Suffolk District Council Joint Local Plan – to note the consultation starting in August (date yet to be confirmed), documents available here: <http://baberghmidsuffolk.moderngov.co.uk/documents/s6640/MC1712.pdf> (Report) <http://baberghmidsuffolk.moderngov.co.uk/documents/s6681/Appendix%20Joint%20Local%20Plan.pdf> (Plan). Mike Bootman advised that the areas of specific relevance to the NP group are the 'Diss Cluster', which includes the villages of Palgrave, Thrandeston, Stuston and now Wortham, and the implications of the various policy alternatives. It was **agreed** the Steering Group would discuss the draft Joint Local Plan as necessary and would develop a formal response following completion of the Stage 1 consultancy work.
5. Consultant appointment – the 'offer' from each of the two consultants was reviewed with the help of an analysis sheet comparing the two companies, helpfully provided by Mike Bootman. After some discussion it was unanimously **agreed** to recommend to Diss Town Council to appoint Tibbalds Planning and Urban Design to work with the Steering Group and others to help 'plan the Plan' (**Action: DS**)

6. Website – a website outline was considered. Alison Wakeham agreed to liaise with the designer. Comments from Steering Group members to AW would be welcomed until 4<sup>th</sup> August with the website to go live from 11<sup>th</sup> August. Each parish to provide AW with the contact details for the individual taking responsibility for the management of their page so training etc. can be provided **(Action: AW)**
7. Area Designation – it was noted that the consultation period has now ended but no indication of consultation responses has yet been received.
8. Next meeting – it was agreed to hold a workshop style meeting to discuss and agree what are considered to be the main issues to put forward to the consultants before their proposed start of work. It was noted that it may also be necessary to consider actions (if any) to area designation consultation responses received. The date of the workshop style meeting was agreed for Thursday 17<sup>th</sup> August at DYCC at 7pm **(Action: DS)**

It was noted that some Steering Group members have leave booked for late August and late September.

Meeting ended 8.40pm