

**Bungay Neighbourhood Planning Group  
Minutes**

**Date: 20.02.2019**

**Time: 7.00 pm**

**Place: The Fleece Inn, Bungay**

**Present: Ken Lodge (Chair), John Adams, Sue Collins, Karen Lodge, Tony Dawes, Bob Prior, Peter Jackson, Dave O'Neill, Guy Bradley.**

**Minutes**

**1.0 Apologies** were received from Elizabeth Cawood, Gilly Shiner, Jesse Timberlake and Nicholas Usherwood.

**1.1 Minutes from 16.01.2019** were agreed and signed.

**1.2 Matters arising**

All outstanding action points were done. No action was needed in respect of Dell Adkins (under item 4.0), as he was employed through the Council.

*The NDP PowerPoint still had to be produced and all the items for discussion at the meeting of the 28<sup>th</sup> January were deferred except for continued revisions of the pre-submission document.*

**2.0** It was agreed that four members of the Group (KL, SC, GB, TD) should concentrate on writing up the pre-submission summary and the full text. This was to be undertaken after the documents from Aecom had been received. The monthly full meetings were to continue as an opportunity for reporting and feedback. MT can be invited to attend such writing-up sessions, as necessary.

**3.0 Open session**

It was agreed that further revisions to the documents should wait until we had received the material awaited from Aecom. SC reported that the HNA is expected within the next two weeks. The Design Codes will include reference to the Building for Life guidelines, and the Flood Risk Assessment will include an alternative Master Plan. Likewise they will be with us in the next two to three weeks.

It was decided that KL and SC would attend the Westminster Briefing on Housing Needs Assessment at which Ivan Tennant of Aecom will be speaking.

**Action: SC to ask Dell Adkins to book two places. [Done]**

There was a discussion about what exactly we needed to produce for the pre-submission phase.

**Action: KL to ask MT what the requirements are. [Done – MT's response circulated.]**