

**BUNGAY NEIGHBOURHOOD DEVELOPMENT PLAN
GROUP MEETING- WAVENEY RIVERSIDE CENTRE- APRIL 20 2016 7 pm.**

Meeting observed by officers from Bungay Town Council- Mayor Olly Barnes and Deputy Mayor Judy Cloke.

Apologies for absence-

Neil Burns-Thomson
Guy Bradley

Apologies for absence on the minutes of the previous meeting were updated to include

John Barbuk
Tony Dawes
Chrissie & Danny Brown
Alison Ballantyne

Statements from the Chair

Julie Fox has provided information regarding the Consultation Document on the Draft Local Plan, which will be ready at the end of April and this draft document will be addressed in the BNDP SG May meeting.

It was suggested that Broadland District Council should be contacted as they also are involved with developing a Neighborhood Plan and maybe able to offer advice as they are at a more developed stage.

The Designated area for the BNDP has been approved by Waveney District Council.

The Service Level agreement between Waveney District Council and Bungay Town Council will be explored by Ken Lodge, to clarify the responsibilities of each body.

The Terms Of Reference of the BNDP is to be discussed at the May meeting.

Feedback from Sub Groups

Transport & Traffic – Peter Jackson reported on the traffic flow through the town center. The Draft Cycle Strategy is to be researched. David O’Neil, Chairman of the Lorry watch Scheme gave guidance and explained the work of the group.

Social issues- Fact finding in the community on who uses what facilities and collating what is available within the town and the needs in the future.

Urban Design- nothing to report.

Historic Buildings- Introductory letters have been sent to English Heritage and the Bungay Society, Sue Collins suggested Chris Reeve as able to give help on local issues.

Town Centre & Retail- Retailers to be canvased on issues facing the retail community and historic planning decisions researched.

Group discussion-

On a solution to stop overlapping of data collected by subgroup activities and the need for accurate reporting.

It was decided to set up a Google Group to distribute contact details of the SG members and enable easier communications within the subgroups. Tony Dawes kindly offered to do this.

It was discussed and agreed in order to avoid duplication of contact with third parties during research activities’ that a record of the first contact would be made on the Google Group, so that subsequent contacts would be channeled through the same route. Sue Collins is to investigate the availability of a consultant to help develop the BNDP at a later date. Funding for this to be applied for from Locality.org by officers of the SR.

All dates of future meetings to be distributed to the group via email.