

Bungay Neighbourhood Planning Group

Date: 19.7.2017

Time: 7.00 pm

Place: The Fleece Inn, Bungay

Present: Ken Lodge (Chair), Jesse Timberlake, Tony Dawes, Gilly Shiner, John Adams, Elizabeth Cawood, Bob Prior, Karen Lodge, Nicholas Usherwood

Minutes

1.1 Apologies were received from Peter Jackson, Sue Collins, Neil Burns-Thomson

1.2 Minutes from 17.5.2017 and 21.6.2017

17.5.2017 signed

21.6.2017 agreed and signed

1.3 Matters arising from 17.5.2017 and 21.6.2017

MAY:

Meeting with Beccles NDP on hold

Subgroup (KL, KFL, JA, JB) met once (JB didn't attend) re timescale; will meet again, if needed.

Impact of Ditchingham Maltings development on Bungay Medical Practice to be followed up by JA.

Action: KL to send question to JA

KL wrote to Heritage and Honeypot chairs on 22nd May to keep them informed of our progress, copied to Cllr Woods. No response to date.

JUNE:

Consultation Day at Co-op: KL to contact manager re details including timing. TD advised likely to be busy in the morning from 8, with a lull in afternoon and busy again around 5 – 6.

Action: KL to check whether SC has contacted chair of Kessingland NDP re consultant.

2.0 Statements from the Chair

2.1 The date of the consultation day at the Co-op has been confirmed as 2nd September, 2017

2.2 KL announced the resignation of Alison Ballantyne from the Steering Group. The Group, therefore, has no secretary. The possibility of employing someone to take the minutes and to oversee the SG's response to the Waveney Planning document was considered. The Officers' Meeting to be held in August must consider such a rôle.

2.3 Suggestions for comments on the draft plan document need more time to be formulated and considered.

2.4 KL reported on a meeting on 19th July with the Heads of Bungay Primary School and Bungay High School and SC, KL, KFL and Chris Sadler regarding nascent plans for the Hillside Road site once the Sixth Form has returned to the main High School site. This involves strategic use of the old Primary School site and the grounds of the Hillside Road site. We agreed to keep in touch on this matter.

2.5 TD requested a page from each subgroup for the website. JA to send TD the material from the St Mary's consultation day.

3.0 Open session

- The Group agreed to look at the WDC draft plan. JA to send the link to Group members and BP to print a few copies for those who want one.
- Responses re questionnaire from JT were discussed and further suggestions made. GS suggested that the feeling of a vision for the town was missing, so an introductory paragraph could be supplied with images of the town. An optional box for a vision statement was also suggested.
- An additional question asking whether the participant envisaged moving away from Bungay was suggested.
- The age ranges need to be altered, especially 60+.
- There are still some technical and layout issues to resolve and problems with submission. The order of the questions may need to be altered. Consistency of response options needs attention.
- It was felt that the compulsory nature of the questions meant that participants who were only interested in parts of the survey would be put off, as they had to complete the whole thing.
- The issue of language appropriate for all participants was raised. Some questions used technical terms which might mean little to participants.
- **Action: KL to receive any further comments and suggestions regarding the questionnaire by 31st July and then to see PJ to go through the suggestions and implement as necessary.**
- The link to the draft will be sent to Toby James, Jo McCallum and Stuart Halsey.
- Details of the arrangements for the Co-op day were discussed. The following items will need to be supplied by the SG:
tables, banner, clip boards, pens, poster and display stands.
Action: Suggestions for a poster (A2 size) to be sent to JA.
A rota needs to be set up by e-mail; the following have said they will be available: GS, KL, KFL, BP, JT, EC, JA.
The link to the electronic version needs to be available for those who want it.
If people want to take the paper version away, we need to provide a box for its return. KL to ask the Co-op manager whether this would be possible on the premises.
It was suggested that a Co-op voucher could be given as a prize by means of a raffle ticket for filling in the questionnaire in the shop.
- Other venues for presenting the questionnaire besides the Library were suggested: Thursday Market, Fisher Theatre, Green Dragon (display and web link). The possibility of QR coding for the questionnaire was also raised. GS suggested door-to-door canvassing.
**Action: EC to follow up on Fisher Theatre;
TD to follow up on QR coding and Thursday Market.**