

Bungay Neighbourhood Planning Group

Meeting of the Steering Group

Date: 21.6.2017

Time: 7.00 pm

Place: The Fleece Inn Meeting Room, Bungay

Present: Ken Lodge KL (Chair), Jesse Timberlake JT, Tony Dawes TD, Peter Jackson PJ, Dave O'Neill DO'N, Gilly Shiner GS, John Adams JA, Nicholas Usherwood NU, Sue Collins SC, John Barbuk JB, Neil Burns-Thomson NBT, Elizabeth Cawood EC.

1.1 Apologies: Bob Prior BP, Alison Ballantyne AB, Karen Lodge KFL.

1.2 Minutes from 17.5.2017 verbally agreed but not yet signed

1.3 Matters Arising – there were no matters arising

2.0 Statements from Chair:

- Bungay Library has agreed to be base for questionnaires/consultation
- Still no response from Co-Op

2.1 JA gave verbal report on the key points arising from the meeting held by subgroup of BTC. Those present: JA, SC, councillors Mick Lincoln and Lee Harnden, the Town Clerk Peter Morrow and councillor Simon Woods who chaired the meeting. All agreed that in moving forward better communication between NDP and TC was needed:

- A regular slot on BTC agenda
- JA in collaboration with KL would provide a monthly report on BNDP progress to BTC
- Open invitation for any councillor to attend any NDP meeting was reiterated

3.0 Meeting with WDC

Those attending meeting held 1.6.2017 from WDC: Jo MacCallum Communities Neighbourhood Development Officer, Dickon Povey Principal Planner and Stuart Halsey – sharing JM role and who will gradually take over from Jo MacCallum the communities liaison with BNDP. SG representatives: KL, SC, JA, AB, TD, PJ.

Oral report covered key points:

- BNDP next consultation September/October – stall in Co-Op; date tbc
- Library – electronic and paper versions of survey with focus on groups underrepresented so far; date tbc.
- WDC reported that application for Locality Budget is to be phased out after March 2018 so we should consider applying soon and check their website
- WDC Local Plan - draft consultation still to be agreed and therefore not likely to be ready until July sometime.
- WDC will speak with their Economics Development Team re potential grants available.

- WDC confirmed that LP needs to draw upon and reinforce local distinctiveness. Therefore wish to have markers and influences from BNDP which can be fed into LP before it becomes 'tablet of stone'.
- BNDP invited to make response to LP draft following publication.
- Ultimately BNDP must be compliant with WDC LP.
- WDC stated that BTC need clear link with BNDP that WDC can tap into.
- Green Infrastructure strategy can form supplementary planning document and therefore be part of our NDP. Concerns were expressed about information and co-operation from neighbouring authorities.
- Re play areas. SC commented that several play areas in a poor state JM stated BNDP can identify a need which could attract funding. Contacts: Chris Ames – Chris.Ames@sentinelt.co.uk, Simon Walker – Simon.Walker@ncsgrp.co.uk

4.0 Open Session

4.1 Discussion on the appropriateness of education to be included within the plan – recognised that planning in relation to school buildings fits within the broader terms of 'sustainability'. Pre-school provision comes under the umbrella of Community Matters.

4.2 KL has heard nothing further from Toby James. **SC agreed to contact Liam Martin Chair of Kessingland NDP to find out the contact details of the consultant they used.**

4.3. Discussion about a representative sample of responses to survey = 400. To encourage sufficient participation it was agreed that a prize draw for completed surveys be offered. Details to be confirmed. Agreed that sufficient biographical details be captured but not name of respondent, so that SG could be sure that demographic spread was representative of all groups.

Action Point: PJ to send out links to surveys. All groups need to respond

Action Point: All groups need to send their entry for TDs draft plan to KL by 30th June.

Date of next meeting: 19.7.2017 at 7.00pm Venue: Meeting Room, Fleece Inn

Minutes prepared by SC