



THE LONG STRATTON NEIGHBOURHOOD PLAN COMMITTEE  
MEETING HELD AT LONG STRATTON PARISH OFFICE, THE STREET, LONG STRATTON  
4<sup>TH</sup> DECEMBER 2018 AT 10.30AM

**MINUTES**

Cllr Steve Adcock  
Cllr Diane Woodham  
Cllr Robert Mackenzie  
Ian Hetherington

Becky Buck (Clerk)  
Jessica Lawton (note taker)  
Kevin Worsley (observing)

**1. Apologies for absence**

No representation from Tharston and Hapton.

**2. To receive disclosures of interest and dispensations**

Nothing to declare

**3. Acceptance of last minutes**

The minutes of the last meeting on the 23<sup>rd</sup> November 2018 were signed as a true record.

**4. To discuss any matters arising from the last minutes**

A discussion was had regarding the last minutes. B.Mackenzie has e-mailed R.Hogger the Town Centre policy information he was recently working on.

I.Hetheringtons facebook post that was put on the Long Stratton Mardle page was well received. In the near future J.Lawton will bump the post up to the top of the page so more people have the chance to see it, along with the Neighbourhood plan surveys.

**5. To discuss a Design and Infill policy**

B.Buck and J.Lawton have created a survey via survey monkey regarding this possible policy. This has been put on Facebook, the Mardle page and the Long Stratton Parish Councils page, also the Parish Councils website and the Neighbourhood Plans website. Paper copies will also be available in the Parish Councils office.

B.Buck advised the group that R.Hogger has been in contact with Simon Marjoram at South Norfolk District Council, to seek his opinion with regard to what extent a Long Stratton Design Code could influence the development coming forward as part of the area action plan. Simon said he would ask the lead

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officer Chris Watts to get in touch with us and explain how design principles are being applied/have already been determined in the current scheme etc. This work could be done by the NP closely working with AECOM. A consultation could take place asking various local groups to attend, this would be advised by AECOM. I.Hetherington commented that wouldn't targeting specific groups be seen as not involving all the community, so the committee would need further advice on this.

A question was asked about whether to add a question on our survey regarding people's opinions on where a community centre should be placed. This needs to be considered but advice will be sought regarding what evidence an examiner would require.

B.Buck advised the group that a mock examination of the Neighbourhood Plan would be very useful to do. It would cost £450 approx a day for 3 days. All committee members agreed to recommend this to Council for approval.

- B.Buck and J.Lawton are to contact R,Hogger regarding further advice on a design policy.
- B.Buck to contact Locality regarding future funding
- B.Buck to apply for further funding then engage with AECOM

## **6. To discuss the NP draft document**

At this committee meeting it was decided that a brief discussion was to be had regarding the 2<sup>nd</sup> version of the Neighbourhood Plan draft, and to go over R.Hoggers highlighted parts only. At the next meeting the committee members will go through more thoroughly after having time to note any queries/changes to be made.

To ensure continuity between Long Stratton Neighbourhood Plan and South Norfolk District Councils planning documents, S.Adcock advised that a list of documents should be compiled from SNDC that the NP would join as part of the planning framework for any new development.

Once the draft has been accepted by the committee the Long Stratton Parish Councillors will be given a confidential copy to read through. Any comments/queries are to be directed to B.Buck (Clerk).

- Any highlighted areas the committee was able to answer J.Lawton will make amendments and send to R.H

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- B.Buck to check in the affordability statement regarding the definition of 'close connection' to a certain place. In this instance Long Stratton.
- Long Stratton Parish Council have no responsibility for burial sites. I.Hetherington will contact Rev Heather regarding the need for additional ground. J.Lawton to contact Simon Marjoram at SNDC to enquire about the evidence gathered for this policy in the LSAAP.
- S.Adcock to advise the group on the possible protected open spaces.
- S,Adcock to check which is the nearest swimming pool.
- B.Buck and J.Lawton to work together on data gathering for the non-planning community aspirations section.

#### **7. Any other business**

There was no other business.

#### **8. Date of next meeting**

Tuesday 18th December 2018 at 10.30am

With no other business to discuss the Chairman closed the meeting at 11.55am

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As a qualifying body in accordance with section 61g of the 1990 Town and Country Planning Act as amended by the Localism Act 2011 and Section 5 of the Neighbourhood Planning Regulations 2012, Long Stratton Parish Council is undertaking a Neighbourhood Plan