



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

MINUTES

Cllr Kevin Worsley – Chairman	Bob Mackenzie
Cllr Steve Adcock – Vice Chairman	Jenna Goodall
Cllr Diane Woodham	Rachel Hogger (via teleconference)
Cllr Judith Baker	Rebecca Buck – Note taker
	Jessica Lawton

Neighbourhood plan meeting 25<sup>th</sup> January

1. No apologies were received.
2. There were no disclosures of interest or dispensations
3. The minutes of the last meeting were signed as a true record with the following amendment. Councillor Judith Baker was removed and Councillor Steve Adcock had the 'n' removed from his name.

The chairman with the agreement of the group brought item 6 forward.

Jenna Goodall arrived at 10.48am

6. The committee reviewed the history information which Councillor Baker had researched for Neighbourhood plan. The following actions were agreed:

- The time line produced by Councillor Baker will be put on a banner for the public consultation.
- Additional history information will be placed on the website and the documentation issued at public consultation to direct to the website.
- Policy to hold relevant information but to be succinct.
- Councillor Baker to liaise with Jenna to receive information regarding the Tharston industrial area history
- Councillor Baker to provide guidance to Rachel regarding the contents section to ensure all information relevant is captured.
- Councillor Baker to meet with Jessica to get the documentation typed and sent to all committee members for relevance.

4. Rachel had sent final comments to AECOM but had yet to hear anything. There was a lack of information regarding the future plans for the land the fire station sat upon along with the South Norfolk Precinct and the Plane. It was clarified that the Parish Council owned the

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Plane. During the public participation event, it will need to be clarified if parishioners would like change or do they prefer it how it is. The following actions were agreed:

- The clerk is to find out if there are any covenants or restrictions on the use of the plane.
- Councillor Adcock is to seek a meeting with South Norfolk District Council regarding the fire station and precinct.
- The clerk is to ask AECOM if the PC can have access to any land registry searches that have been carried out.
- Rachel to chase AECOM for the final masterplan.

5. Each head of area gave an update regarding their area. The following actions were agreed:

- Each head of area is to provide a summary to Rachel
- Jessica is to ask Ian to send Rachel a summary.
- Rachel to provide a skeleton neighbourhood plan contents by February
- Rachel to summarise the AECOM report, send to Jessica to circulate
- Rachel will do all key points with the exception of history where Councillor Baker will steer
- Rachel to look at the website and advise on content
- Rachel to contact South Norfolk District Council regarding a contact for the Clinical Commissioning Group, Rachel to liaise with Councillor Woodham to arrange a meeting.
- Framework document produced by Rachel, all committee members to review and sent comments to Rachel

6. It was resolved that the proposed trip to Gorleston was moved to the following meeting.

Councillor Baker left the meeting at 12.10pm

7. The next step in the process is the public consultation. The consultation will need the following:

- Town Centre AECOM report
- A manned stand with the vision objectives to receive proactive input
- The neighbourhood plan progress.
- A drop in session, leaflets, articles and public consultation.

The following actions were agreed:

- The Clerk to ensure the relevant links are on the website.
- Councillor Adcock to provide the documentation from the initial workshop
- Councillor Adcock to retrieve the information from the second workshop of what parishioners like, don't like and needed improvement.

The next steps were agreed as:

- Meeting to be arranged in the next fortnight with South Norfolk
- Research to be carried out on the Plane
- Public consultation to be arranged for 4-6 weeks. Exact date to be decided once meeting with South Norfolk has concluded.

The next meeting will be on Monday 26<sup>th</sup> February at 10am with Rachel joining the meeting at 10.30am

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