

**Thorpe St Andrew Town Council
Minutes of the Neighbourhood Plan meeting
held on 10 April 2017 at 5.30pm**

- 1 Present:** Mr J Fisher - Chairman
Mr F Bowe Mr M Martins Mr P Clarke

Apologies: Mr L Reeves

In attendance: Mr T Foreman (Town Clerk) and Dawn Matthews(Committee Officer)

- 2 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA - None**

3 MINUTES

The Minutes of the meeting held on 13 March 2017 were agreed and signed as a true record.

- 4 ANNOUNCEMENTS - None**

5 UPDATE FROM NEIGHBOURHOOD PLAN FORUM

Mr Martin reported that the main item of interest arising from the Forum had been the issue of plots for self-build. Members felt that provision for this could be considered as part of the Plan process and it was noted that a successful development of self-build houses had been provided in the Town some years ago as part of the Paston Road development. The Town Clerk stated that this would be covered in the proposed survey of residents. The Chairman commented that there was a possibility of self-build units being exempt from CIL, possibly as a government incentive to encourage more, and this was a matter the Town might need to take a view on as there appeared to be no reason why these properties should not contribute to CIL.

In response to a question, Mr Martins commented that some parishes with neighbourhood plans appeared to assume this would help them stop development rather than influence it as was more the aim of adopting a plan. It was noted that Thorpe St Andrew was part of the Growth Triangle and all emerging sites were likely to be considered for development but Members felt it might be helpful to ask Broadland District Council if there was a target number of new build properties for Thorpe St Andrew. Reference was made to densities and that these would emerge as sites came forward with government pressure for high density. It was stressed that the Town needed a variety of different properties including bungalows.

6 NEIGHBOURHOOD PLAN TRAINING

Members welcomed the opportunity to undertake training in Neighbourhood Plan preparation and felt this would help to demonstrate their commitment to the production of an effective plan. The costs of training could potentially be offset by way of funding from the Local Development Grant. Whilst some parishes were engaging professional support in the preparation of their Neighbourhood Plans, Members remained committed to preparation of the plan by the Town Council as they felt this way it would be a truer

reflection of what the Town and its residents felt was important.

7 RESOURCE AND LOGISTICS OF ST GEORGES DAY CONSULTATION

The Group discussed arrangements for activities and consultation about the Neighbourhood Plan at the St Georges day event. Mr Fisher, Mr Bowe and Mr Clarke offered to man the tent and the focus would be on inviting views and opinions. The Clerk undertook to prepare posters and information about the consultation event and this would be used as part of the evidence submitted with the plan to demonstrate that a variety of consultation had taken place. He also undertook to obtain further copies of the Thorpe St Andrew map and it was felt it would be helpful if one of these could be laminated to accommodate stickers. The Clerk circulated an outline plan for public engagement on St George’s day which included:

- 1) Marking maps with favourite areas, areas for improvement, areas for development and areas for no development. It would be helpful if the map was already marked with the following: conservation area, Broads Authority area, existing sites allocated for development/permissions granted, business/employment areas. The issue of the Island arose and that there was a need for a policy on the future of the Island. With this in mind it would be useful to consult the Environment Agency on the local plan having regard to any plans for limited impact sports – fishing etc.
- 2) Pom Pom Voting – the Group approved the 6 suggested categories which residents could vote for by placing a coloured pomp pom in one of the 6 corresponding containers. The 6 options had been derived from the objectives of the neighbourhood plan.
- 3) Survey – this would be available to complete on the day or return later and it would be publicised via social media. The Group supported the proposed content for the survey subject to the following:
 - A question “would you like to see these in a hub together” after the question about more facilities/amenities.
 - Add “and if so how” after the question as to whether new development should be sympathetic to the character of the Town and that the design guide be available to help people expand on their answers.
 - Re the question about minimizing the effects of climate change – effectively this was about asking if attempts should be made to encourage development which met high standards of energy efficiency.
 - The addition of a question relating to parking restrictions/residential parking permits.

The results of the survey would be published on the web site and, following analysis would help inform any further surveys/questionnaires.

The meeting closed at 6.35 pm.

Signed:

Dated: