

**Minutes of the Meeting of the Neighbourhood Plan Committee
Wednesday 16th May 2018, 7 30pm Poringland Community Centre**

Present: John Henson (Chairman)
John Joyce (Vice Chairman)
Charles Auger
David Hewer
Roger Webb
Sarah Lovelock
John Hodgson
Lisa Neal
Henry Gowman
Anne Barnes
Trevor Spruce
Catherine Moore (Parish Clerk)
Stephanie Ayden (Project Officer)
Mark Thompson (Small Fish consultancy)

1. Election of Chairman

John Henson was elected as Chairman, proposed by Lisa Neal, seconded by Trevor Spruce, all in favour.

2. Election of Vice Chairman

John Joyce was elected as Vice Chairman, proposed by Trevor Spruce, seconded by Lisa Neal, all in favour.

3. Apologies or Absence

Apologies for absence were received from Carl Pitelen, Marie Charles, Tim Boucher, David Hewer and Lorraine Matthews.

4. Declarations of interest for items on the agenda and applications for dispensations

There were no declarations of interest.

5. Minutes of the meeting held 18th April 2018

The minutes of the meeting held on 18th April 2018 were **agreed**. Proposed by Anne Barnes, seconded by John Joyce, all in favour.

6. Matters arising

There were no matters arising.

7. Adjournment for public participation

There were no public comments.

8. Headline feedback from survey results

The Project Officer circulated a summary report of data in so far (313 responses out of a total of 465). The survey had achieved a return rate of 21%, so the results could be accepted as representative of the community. Key findings were highlighted, and a selection of comments included. There was some discussion around the interim findings, particularly around the question of attracting new businesses and the subsequent community

concerns around size, noise and further traffic. It was agreed that the final data would be useful in developing a policy around the criteria for new businesses in the area. Flooding was also clearly an issue which needed to be reflected in the Plan's Policies. Inputting surveys was ongoing and would be completed by the end of May. Many of the interim results reflected the evidence in the presentation given later by Mark Thompson. The Prize Draw took place, with four respondents return slips being drawn by John Henson and passed to the Clerk.

9. **Draft evidence for Poringland Neighbourhood Plan – Mark Thompson**

This was presented to the Committee and a discussion followed around the findings, and how they would influence the subsequent drafting of Policies.

Key items noted by the Committee were around:

- The apparent surplus of affordable homes – this could be interpreted as delays in take up by Housing Associations and lack of awareness by the public of different options available than lack of demand.
- The possibility of having a 'breathing space' to allow the community to settle following high level of development over the last few years. This was a major theme also running through the survey results. It was confirmed that as Norwich Local Policy Area had met its 5 year land plan, we may be in a good position now to request delaying allocations. We could explore the proportions of completions relative to other communities and highlight the rate of change in the Plan's narrative.
- The perception that schools were full was erroneous, in fact the increase in new households wasn't replicated by an increase in school age children needing school places.
- Discussions around bus routes/shelters, the need for toucan crossings (specifically at the Church end of the village) and designing ways to reduce speed without imposing speed limits followed. Designated certain areas (eg, Poringland Lakes) as having protected status was also raised, and the information given in the 1805 Enclosures Act could be used as a means to protect and re-establish lost hedgerows.
- It was agreed a policy around discouraging ribbon development was important in order to keep the green gaps from Norwich and Bixley.
- The possibility of having a Policy that stated that 'design [within smaller developments] would be given significant weight' was suggested. This may include things the community specifically **don't** want to see as not in keeping with village feel.

It was **agreed** that Assets of Community Value could be included within the evidence base.

The Committee felt this report gave a good basis of evidence, and work could start on the iterative process of drafting Policies. This would be led by Jason Parker, and further worked on by a small sub-committee ready for approval of the Draft Policies by Council at 25th July.

It was **agreed** that John Henson, John Joyce, John Hodgson, Charles Auger, Lisa Neal and Henry Gowman would be appointed to the sub-committee, and

the Project Officer would set up the first meeting.

- 10.** Agreed dates and format for public consultation on draft Policies were confirmed:

- **Saturday 22nd September 10am to 1pm**
- **Tuesday 25th September 2pm to 6pm**

A visual narrative showing 'you said/we did' approach was considered the best approach.

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It was also suggested to use the Poringland Fete (July 14th) as both a chance to promote awareness of the Plan (by handing out leaflets) and having an attractive and informative visual display stand (showing data, policy areas, vision statement and objectives).

Mid September also sees some key opportunities for further promotion, eg the Poringland Colour Run.

- 9. Any other Neighbourhood planning matters the committee wishes to discuss**

There were no other matters to discuss.

- 10. Date of next meeting:**

Wednesday 20th June 2018, 7pm, Poringland Community Centre.

There being no other business, the Chairman closed the meeting at 9.20pm.

CHAIRMAN