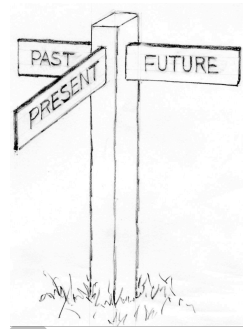


Minutes of the Steering Group Meeting

Date: Thursday 21st November 2018
Time: 19:00 - 21:00
Location: Room 89, Spixworth Village Hall
Steering Group Members present:

Peter Holdroyd (PH) Paula Harkin-Perry (PHP) Ron Ing (RI)
Sue Holland (SH) Sally McColl (SM)



Supported by Shaun Vincent (SV) and Karen Vincent (KV) from ABZAG Ltd and with no members of the public present.

Action By:

1 **Apologies for absence**

Apologies were received from Hilary Ing (HI).

2 **Declarations of interest**

No interests were declared.

3 **Minutes of Meeting 11th October 2018**

Approved and signed as a true record.

4 **Matters Arising**

Front Cover Design: PHP shared the school pictures

5 **History of Spixworth**

PHP shared details of her research so far, including some interesting snippets about Spixworth Hall.

The listed buildings were discussed and PH noted the change in the listing of St. Peters Church to Grade 1.

PHP to continue drafting the 'brief history of Spixworth' for the Neighbourhood Plan to enable it to be shared before the next Steering Group meeting – to include background on Spixworth and include any significant events in its past.

PHP

6 **Sustainability Appraisal (SA) Scoping Report**

SV presented the SA Scoping Report, previous circulated with the agenda papers, and the key sections were highlighted, discussed

and reviewed.

RI asked for clarification on page 10 about the area covered by the parish of Spixworth. SV confirmed it should read square miles.

The demographic data in section 5 was discussed in some detail.

Correct typo on page 34 – should readthere “are” 80 older people.....

SV

Discussed the affordable homes and where these would be delivered. SV explained these would be in site allocation GT14.

Transport and access – the projected traffic flows in Map 17 Broadland Northway (Northern Distributor Road) were discussed. It was suggested it would be a good idea to compare the 2017 forecasts with the local SAM2 data.

RI identified the play area with access from Arthurton Road.

SM said she had a few changes which she would forward to SV.

SM

County wildlife sites data – SM would look into details and numbers to enable inclusion in the final version of the scoping report.

SM

It was agreed to proceed to consultation with the statutory bodies (Environment Agency, Historic England and Natural England) following completion of SM's updates.

SV

SV to update and issue for consultation.

7 Policy Update

The updated Emerging Policy Drafting document was discussed and the Group fed back their comments and what to include into the Neighbourhood Plan.

The Group agreed the policy intent statements.

Policy 1: limit to over a number (10 suggested) of dwellings

Policy 6: Group to identify areas to be included.

All

Policy 7: to see if use of tree canopy area can be used.

SV

Policy 8: Parish Council to be the preferred solution for open space management.

A number of the Design & Housing policies could be combined using the criteria to improve development.

RI asked about the NCC sprinklers in policy, SV advised that this would have to be in the text and evidence – as it cant be in the policy.

Discussion about draft Policy 14 Design and Housing - dementia friendly housing – PHP and SM referred to websites they had looked at with some interesting points around dementia friendly in design. PHP agreed to list elements she felt should be included. PHP and SM will circulate the website links to enable the Group to look at.

PHP / SM

Spixworth Neighbourhood Plan

The Group where asked to review the policies and think about any additional areas and policies – email details and ideas to SV. **All**

SV to draft Neighbourhood Plan and send out before next NPSG meeting. **SV**

PHP suggested looking at the Debenham Neighbourhood Plan. **All**

8 **Next Meeting:**

Next meeting 19:00 on Thursday 24th January 2019 in Room 89, Spixworth Village Hall.

9 **Any Other Business**

There being no further business, the meeting closed at 21:01.

Signed: _____ Date: _____

Name: _____

