

## **Diss & District Neighbourhood Plan Steering Group**

Minutes of a Meeting held on Monday 16<sup>th</sup> July 2018 at 7pm at Diss Youth & Community Centre.

Present: Mike Bootman (Chairman), Alison Wakeham (Burston & Shimpling), Simon Olander & Eric Taylor (Diss), David Long (Palgrave), Graham Moore (Scole), Roger Greenacre and Steve Leigh (Stuston).

Also present: Penny Thompson (prospective community representative - Palgrave), David Burn (MSDC Cllr).

### **1. Apologies for absence**

- a) Were received from Tom Pace (Brome & Oakley), Paul Curson and David Goldson (Roydon), Jessica Fleming (SCC Cllr) and Simon Marjoram (SNC) and given by David Long for Neil Weston (Palgrave);
- b) The resignation of Corinne Moore from Scole PC and this Group was confirmed. It was agreed the chairman write to her expressing the Group's thanks for the substantial amount of work she has undertaken in the evolution of the Plan so far and her contributions to this Group.

### **2. Minutes & Matters Arising:**

- a) The Minutes of the meeting held on 18<sup>th</sup> June 2018, incorporating minor corrections, were agreed and signed as a correct record;
- b) The chairman welcomed David Long, substitute from Palgrave PC, and Penny Thompson, a prospective community representative from Palgrave. Introductions were made.

### **3. Governance:**

- a) The chairman reported that he and GM had met with Julian Mason and Sarah Richards last Friday but the conversation had centred on the questions set out in the e-mail just received from SM regarding the scope and direction of the NP work. It had been concluded that:
  - I. DTC to arrange a workshop to bring all DTC councillors up to speed and then the question of finance and resourcing would be on the agenda for DTC full council on 19<sup>th</sup> September;
  - II. SG to arrange its own workshop to discuss the potential scope of the NP and formulate responses to those questions. MB to canvass suitable dates.

### **4. Vision & Themes Public Consultation:**

- a) It was clarified that the 'MI' written responses came from 'Incomplete' surveys and that the comments in themselves were valid. The final and full version of the Collated Written Comments was approved for publication through the website. The chairman again observed that it was still necessary to engage with youth, young families and under-40s;
- b) The chairman reported the workshop notes had now been received from the LEP representative and so he could complete drafting the Summary Report of the Business Summit.

### **5. Consultations:**

- a) Noted the Diss Express campaign for a 'Fair Deal for Diss';
- b) A140 Airfield New Link Road - noted the proposals and agreed to support the proposed closure and right turn bans whilst requesting right turn bans at the A140/B1077 'Devil's Handbasin' junction and questioned arrangements for the single track road 'rat run' between Brome and Palgrave [early response from SCC confirmed the right turn exiting the single track road will be prevented but the 'Devils Handbasin' will be subject to a later study once the new traffic patterns establish];
- c) BMSDC Joint Housing Strategy - noted that consultation will commence on 21<sup>st</sup> September and end on 1<sup>st</sup> November, with more details to be available during September;
- d) BMSDC Draft Statement of Community Involvement - to respond that it does not cover the arrangements where an NP straddles administrative boundaries [and is unclear as to the consultation that might take place in respect of producing the 'Statement of Common Ground'].

### **6. Duty to Support:**

- a) Noted the outcomes from the Diss Network Improvement Strategy Stakeholder Workshop. Noted further that points relating to narrow streets and footways and the direction of one-way streets appear to be omitted and agreed to draw these omissions to the attention of NCC;
- b) Confirmed that arrangements to attend the series of Community Planning Workshops had now been made by representatives from all four of the Norfolk Parishes.

7. **Progress Reports and Planned Work:**

- a) Received updates from Burston & Shimpling, Diss and Scole as appended to these Minutes, followed by discussion on particular issues including Burston School (unsustainable diminishing roll), Scole's Memorandum of Understanding with the River Waveney Trust for advisory work, and activity relating to Parish Fields, Old Infant School, additional sites and leisure provision in Diss.
- b) An explanation was given to Palgrave representatives of the work that should be in progress and reasons why. Advice and assistance on the tasks is available through MB.

8. **Planning Applications** – to receive updates on and consider any responses to planning applications that may have implications for the development and delivery of the NP:

- a) Noted further applications relating to the BP filling station [MSDC DC/17/03027] and agreed responses as follows:
  - I. Advertising Consent for Lighting and Signage [MSDC] DC/18/02983 & 02984 - note both in Scenic Landscape Area. Propose applying condition 29 from main permission with the addition that all lighting be switched off when not required for operational reasons or when the associated facility is closed. Raise issue of radio frequencies from LED lighting affecting bats etc.;
  - II. Planning Permission without compliance of conditions [MSDC] DC/18/02970 - remove or vary requirement (Condition 5) to establish visibility splays before construction commences. Agreed that it is a severe compromise to highway safety, contrary to DoT guidance, so strongly OBJECT.

9. **Website:**

- a) Ongoing updating and maintenance remains an ongoing challenge without the resources. Home page to be updated with Written Comments, Summary Report of Business Summit (when complete) and a general update describing the current state of play.

10. **Digital Mapping** - no further update other than to encourage use of free/alternative map sources.

11. **Next meeting** - regular meetings of the Steering Group will be held on the 3<sup>rd</sup> Monday of each month unless otherwise notified:

20<sup>th</sup> August      17<sup>th</sup> September      15<sup>th</sup> October      19<sup>th</sup> November      17<sup>th</sup> December

Meeting closed 9:00 p.m.

## **Appendix - Progress Reports and Planned Work**

Note that a number of the activities described can and may be undertaken outside of the Neighbourhood Plan work but are reported for information and completeness.

### Burston & Shimpling

- GNLP - Since the original call for sites another area in Burston has been put forward for 5 dwellings
- BOAT (Byway open to all traffic) 36 in Shimpling - in the early stages of trying to change its status to keep it closed to vehicles.

### Diss

- Obtained complete current list of sites submitted under GNLP 'Call for Sites' including new sites that will be consulted on later in the year (ET has the spreadsheet). NB - the NP intends to reserve the right to allocate sites and has already requested this of both LPAs.
- Health and wellbeing requirements in Diss
- Pathways
- Cycle ways
- The old school (regeneration of site?)
- Parish Fields
- Identifying possible housing sites in Diss and numbers per site
- Identifying possible industrial/retail sites
- Identifying a possible site for a new junior / infant school
- Producing a schedule we can adopt to reduce housing site density to ensure that there is adequate off street parking for residents, adequate visitor parking provision, green/play areas and bin storage areas away from the front of housing.
- Land south of Victoria Road, exploring options for development

### Scole

- Meetings with River Waveney Trust (RWT) to discuss footpath/cycle path routing/re-routing from Eastern edge of Scole to Diss boundary
- River Waveney Trust (RWT) to undertake and manage land ownership database of land adjacent to River Waveney (personal thanks to RWT chairman K. Lead)
- Frenze Beck footpaths/ rest areas/ bridge to be developed to the rear of all land on E of Sawmills Rd. (personal thanks to RWT Frenze Beck team)
- Scole PC to discuss permissive rights of way with Thelveton Estates (to Diss boundary)
- Meeting with Little Ouse Headwaters Project to discuss funding opportunities for boardwalks etc.
- Bat surveys undertaken of Waveney Valley close to BP development (thanks to Cllr C. Brooks)
- Scole Nature Trails Trust (SNTT, the PC Green Space Charity) have agreed to create/manage the maintenance of any new footpaths/cyclepaths (personal thanks to Cllr C. Brooks)
- Purchase of land on NE corner of BP roundabout underway with SNTT/MSDC/SCC
- GNLP Call for Sites GNLP0338 reduction in size/density commensurate with NP/local concerns (personal thanks to Cllr R. Mann)