

Bungay Neighbourhood Planning Group

Date: 17.1.2018

Time: 7.00 pm

Place: The Fleece Inn, Bungay

Present: Ken Lodge (Chair), John Adams, Bob Prior, Sue Collins, Karen Lodge, Jesse Timberlake, Peter Jackson, Guy Bradley, Dave O'Neill, Gilly Shiner. In attendance: Mark Thompson

Minutes

1.1 Apologies were received from Nicholas Usherwood, John Barbuk and Elizabeth Cawood.

1.2 Minutes from 15.11.2017

were agreed and signed

1.3 Matters arising

None

2.0 Statements from the Chair

2.1 Communications organizer: The Chair reported that no-one had taken up the offer of this job. PJ suggested Amanda Stones, who does work for the Green Party, might be interested.

Action: It was agreed that the Chair would contact Graham Elliott of Beccles NDP to see what they were doing in this regard.

2.2 Funding application: The Chair reported that the Group had been successful in its application for funds from Locality. Of the £6,965 applied for we have been allocated £4,125, to be spent by 31st March 2018. BP informed the Group that we have a further £1,000 from WDC, so far untouched, and £3,988 left of the seed funding from BTC. The Group can apply for further funding from Locality for the next financial year.

2.3 The Chair reported that he and SC had held a further consultation event at the Primary School Christmas Fair on Monday, 4th December 2017. Some interest was generated amongst the parents and 30 paper questionnaires were left at the School for the staff to fill in.

Action: KL to contact Iain Owens to see what the situation is regarding the staff questionnaires.

3.0 Our current consultation: The Chair reported that he had as yet had no response from Toby James regarding the results of our current questionnaire. The number of responses is 117 online, and it was agreed to keep the link open until the end of January. The Chair reminded the Group that we need to produce some kind of response/interim report for those who left their contact details on the system. JA reminded that Group that we need to be ready for the changes in the Data Protection laws coming into force in May 2018.

Action: An interim report for the website and Facebook needs to be written and those who left their contact details should receive an e-mail alerting them to this.

4.0 & 5.0 were taken together as a general discussion. It was agreed that work on drawing up the Plan had to start immediately and that the first output should be ready, even in a rough and ready form, by the end of January. This could be achieved easily enough by e-mail between the subgroups. It was agreed that SC, KL and GB should write up the first draft. At a later stage a SWOT analysis could be undertaken. The following subgroups were restated:

Transport: KL, PJ, DO'N, BP, TD

Environment: GB, JT

Community: GS, KFL

Business & Employment: JA, EC

Housing: JB, NU, SC

Concern was expressed in particular in relation to Housing and Heritage, so SC agreed to join the Housing group. Input in relation to Heritage is also lacking and here Chris Reeve of BOBA could help. It was pointed out that conversations between the subgroup were also vital and that some form of open workshop should be the focus of one of the future meetings.

The following action points were agreed on:

Action points:

- 1. GB to complete a template for linking the NDP policies to Planning Guidelines and to present a new table of contents for the Plan. To be sent to KL for distribution to the subgroups by 21/1/2018.**
- 2. PJ to send KL questionnaire evidence for distribution to subgroups by 21/1/2018.**
- 3. Subgroups to send bullet points for their areas based on the template to KL by 31/1/2018.**
- 4. KL to send the bullet points to GB and SC for collation. Resultant working paper to be sent to MT.**
- 5. Workshop for the whole group to discuss cross-subgroup issues and refine the document, probably at the March meeting.**
- 6. SC to invite Peter Dawson, an architect involved in the Mendlesham NDP, to attend the February meeting of the Group to give us guidance in particular in respect of Housing, Heritage and Design. A mini-brief could be sent to him at the beginning of February after our initial findings have been collated.**
- 7. KL to contact Chris Reeve to explore the possibility of the BOBA group contributing to the guidelines for housing design and conservation in Bungay.**