

Minutes of Neighbourhood Plan Steering Committee (NPSC)

23rd August 2017 in Winterton Village Hall.

1. **Present:** PC Chair Eric Lund, Cllrs Simon Bowman, Sarah Welsh (clerk). Residents: Rob Bolch, Neil Punchard, Claire Thompson. Also in attendance Nick Fountain, Senior Strategic Planner Great Yarmouth Borough Council (GYBC).

2. **Apologies:** Lynn Ferguson, Cllr Ayeshia Hammond Young, Jane Roberts, Jan Bowles.

3. Steering Committee membership

Chair Eric Lund explained that Jan Bowles had resigned from the Parish Council , but still wished to be involved in the Neighbourhood Plan (NP.) Rob Bolch is applying to be co-opted onto the Parish Council. If he is co-opted, he can fill the Councillor place on the Steering committee and Jan the resident place.

4. Draft Terms of Reference

The clerk had circulated draft terms of reference for the committee, for approval at the next Parish Council meeting. Chair Eric Lund asked members to consider taking on the roles of Secretary and Project Manager, for allocation at the next NP meeting. The Steering Group were in agreement with the Terms of Reference.

5. Project Planner Update.

The clerk had circulated a copy of the updated Project Planner, based upon the 'My Community' Project Planner. This records meetings, decisions, actions and plans with time frames and dates. The plan area has been approved by both GYBC and the Broads Authority.

6. Nick fountain, Senior Strategic Planner GYBC.

Nick attended to explain how Strategic Planning can support the development of the NP. The GYBC Strategic Planning website has been updated to include Winterton-on-sea NP. Nick explained at the request of the committee how the Norfolk Strategic Framework fits with NP development. The Framework is not a statutory one, and is designed to guide and coordinate future local plan making across Norfolk. It covers 4 areas of planning: housing, infrastructure, delivery and employment. Time-frames of local plans are out of sync with each other - GYBC's covers to 2030, whereas others re 2036. GYBC may need to update strategic housing allocation.

Site allocations - during October there will be consultation on recommended site allocations. In response to questions: A Landowner can still suggest a site, but would need to explain why their recommendation is better than the one allocated. Nick showed the recommended allocation on a map for Winterton which includes 30 - 40 units and is part of the 30% development allocation in the primary villages. The Borough council will be considering a range of policies for planning decisions. In response to questions: It's hard to prescribe certain types of housing to developers. 20% of the allocation in this area is for affordable housing. Nick wasn't sure how policies re second homes would work out and pointed out St Ives and other areas plans. Chair Eric Lund suggested the clerk check with St Ives Town Council to see how the policies are working in practice. the clerk will email copies of the allocation maps to the Steering committee. The Chair thanked Nick for his contribution to the meeting.

7. Next Steps

- Neil Punchard will look into contacts for carrying out consultancy work on the plan.
- The clerk will look at grant funding and set up a NP heading in the parish council's accounts.
- The Committee members can start to look at public consultation. The clerk directed the members to the 'My Community' website which has resources for consultation [<https://mycommunity.org.uk/resources/social-survey-toolkit/>]
- Draft Terms of Reference to be put before the parish council for approval.
- Prepare to respond to the consultation on recommended site allocations in October

8. Date of Next Meeting: Wednesday 27th September, 7.30pm in the Village Hall.