Reedham Neighbourhood Plan Meeting

**Monday 13th February 2023 at 1.00p.m.**

**Attendees:** Tony Noon, David Breeze, Simon Pittam, Wendy Gitsham, Maureen Haycock, Claudia Dickson (Parish Council Clerk), and Mark Thompson from Collective Community Planning.

1. **Apologies** : Louise Cornell (CCP).
2. **Declarations of Interest:** none received.
3. **Minutes**: The Minutes of the meeting on the 5th January 2023 were approved.
4. **Draft Plan**

MH had the following amendments:

Introduction - No, 8, third line from bottom should read sessions not session

Page 40, No 67 - change Mill Lane to Mill Road

Page 63 No 116 - change ‘Search field’ to ‘Searchlight Field’

Page 80 No.145 - third bullet point - delete the word "a" or the letter "s" from the word "changes" for it to make sense

WG had the following amendments:

Page 50 Policy 9:  Numbering should be 1-10 not 11-20

 Page 5 View No 10 is missed off key top left hand corner

The Community Actions need to be inserted below the relevant Policy in the Policies in the Plan section.

**Actions:**

MH & WG to email amendments to MT.

MT/LC to amend plan and circulate for approval.

1. **Regulation 14 Consultation:**

Due to the delay in holding this meeting it was agreed to delay the start of the consultation by one week. It will be held from Monday 6th March to Friday 28th April. 2 consultation events will be held:

Saturday 18th March in the Vikings, 10am-12pm, CD, WG, MH in attendance

Thursday 20th April in the Village Hall, 7-9pm, TN, DB, SP, MH in attendance

Needs to be held for a minimum of 6 weeks. The group will hold 2 events, ideally one at the Vikings and one in the Hall. The first one near the beginning of the consultation and the second 2/3’s through. The consultation will be held from the end of February to mid April.

CD produced a draft letter, as per information from CCP, for the statutory consultees. This will be sent via email to all on the spreadsheet provided by CCP and expanded for neighbouring Parish Councils, local groups, local landowners & developers, and District and County Councillors.

Providing information for the Outlook was preferred to producing a leaflet. The deadline for the Outlook is the 16th of the month. CD will draft and circulate for comments. The information will also be put into the Mercury via Diane Rushbrook, the EDP, and the Parish Council’s Facebook page and website.

It was agreed to have 50 copies of the draft plan printed. They will be available in the Doctor’s surgery, the Village Hall, Post Office, café, The Ship, Vikings, MH, CD. Anyone wanting a copy will be directed to contact CD who will let them know MH holds copies or have MH deliver.

CCP will produce an online survey to collect comments. A printed version will be available with copies of the Plan. A QR code will be available to access it directly.

DB will draft a poster if given the information. SP will distribute.

Once the consultation is completed, CCP will collate all the comments and produce a Consultation Statement on how the NPG dealt with the comments received.

**Actions:**

WG to contact the Vikings to book for consultation event.

CD to draft information for the Outlook and circulate before submitting, by 16th February.

CD to send approved Outlook info to the Mercury, EDP, and publicise on the PC Facebook and website.

CCP to confirm statutory consultee information is correct.

CD to send statutory consultee letters/emails by Friday 3rd March.

CD to get quote for printing 50 copies of the draft plan.

CCP to send finalised draft plan to BDC & the BA ahead of the consultation.

CCP to circulate the survey before publication.

1. **Financial matters:**

£4,450 remains of the Locality grant, and £4,400 of the Broadland grant.

1. **Items for next meeting:**

Regulation 14 Consultation results

1. **Date and time of next meeting:** 18th May 2023 at 10am. The meeting finished at 14:10.