

Minutes of the Taverham Neighbourhood Plan Steering Committee Meeting held on Tuesday 18<sup>th</sup> December 2018 in Taverham Village Hall Suite 1, at 7.30pm, when there were present:

Roger Morriss in the Chair (RM)

Brenda Clarke (BC)  
Johnathan Cox (JC)  
Glenis Langley (GL)  
Leslie Mooney (LM)

John Pennells (JP)  
Judy Tyler (JT)  
Janice Whiting (JW)  
Chris Wilson-Town (CWT)

**Also present:** Rachel Leggett (RL), Andrea Long (AL) and Tracy Jones (TJ)

1. **Apologies for absence** were received from Margaret Garwood (MG) and Dave Wilson (DW)

2. **Declarations of Interest** None

3. **The Minutes of the Meeting on 27<sup>th</sup> November 2018** were confirmed and signed.

#### 4. Update

4.1. **Call for sites work.** JP had delivered a form to Foxwood.

4.2. **Stakeholder visits since last meeting.** CWT advised that he had had a discussion with TALGA members, a report was to follow. RM and LM to visit Medlers, RM and JP to visit R Minns and JT and CWT to visit Taverham Football Club.

**RM, LM, JP, JT & CWT**

4.3. **Character Appraisal work.** It was confirmed that GL and JT had carried out their Character Appraisals and submitted a report. LM, MG/BC, JP/RM and JC still had to carry out their Appraisals. RL advised that all Appraisals were to be done by the 9<sup>th</sup> January, once the reports were completed these were to be sent to JP along with 5 photographs of each area.

**LM, MG, BC, JC, RM & JP**

4.4. **Local Green Space work.** Members of the committee had a Meeting on the 3<sup>rd</sup> December to discuss designated areas for local green space. CWT had obtained a map from Broadland District Council clarifying areas that they were uncertain of. CWT to update the main map and circulated to all committee members. Any additional areas that anyone knows about or any comments please advise CWT. Clarification was needed as to areas of private owned land. RL advised that private and public land can be protected. RL advised the Meeting that a draft report was needed by the next Meeting.

**ALL**

4.5. **Walk round Queens Hill.** RL, RM, JP and JT had visited Queens Hill on the 17<sup>th</sup> December. RL circulated notes on the visit to the Committee. It was felt that the area was characterless, had no centre, didn't have a village feel, had only one entrance/exit and design and width of roads made it difficult for cars and buses to navigate safely. The Meeting discussed that Queens Hill was a blank canvas and had been cleared before construction commenced, Taverham is already a green area with lots of trees which should be included and kept in any future development proposals. Visits are to be arranged to Aylsham in January 2019, RL to circulate dates to committee, all to respond whether they are able to attend.

**ALL**

**4.6. Website.** RL advised the Meeting she has updated the website.

**5. Consultation events in January/February.** RL gave the Meeting ideas of presentation boards that have been used in other Neighbourhood Plans and what Taverham Neighbourhood Plan were trying to work towards.

**6. Policy ideas.** AL discussed with the Meeting their thoughts on why we are doing a Neighbourhood Plan, their aims and that it needs to be unique and specific to Taverham. AL had sent draft policy ideas to the committee prior to the meeting for their consideration. Draft policies and the direction of the policies were discussed in detail at the Meeting and amended accordingly, AL to forward the amended draft policy to the Committee. The emerging policy ideas are then to be discussed at the Meeting with Broadland District Council on the 8<sup>th</sup> January 2019. These would then form part of the public consultations planned for January and February 2019.

**7. Programme and dates of next Steering Group Meetings:**

- 8<sup>th</sup> January, 10am meeting with Broadland District Council. CWT, LM, RM, JP, JT and RL to attend
- 15<sup>th</sup> January: firming up wording for consultation event
- Consultation events:
  - Saturday 26<sup>th</sup> January, 12noon – 5pm
  - Friday 1<sup>st</sup> February, 3pm – 8pm

Signed .....

Date .....