

Minutes of the Taverham Neighbourhood Plan Steering Committee Meeting held on Tuesday 2nd April 2019 in Taverham Village Hall Suite 1, at 7.30pm, when there were present:

Roger Morriss in the Chair (RM)

Brenda Clarke (BC)
Glenis Langley (GL)
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 Johnathan Cox (JC)
2. **Declarations of Interest.** None
3. **The Minutes of the Meeting on 12 March 2019** were confirmed and signed.
4. **Matters Arising.** RM advised the Meeting that he still had to contact Vicky West for the notes from the Planning Workshop, RL advised that these notes should be on her online blog.
RM advised that Taverham Parish Council had arranged a meeting with Phil Courtier, John Walchester and Richard Squires from Broadland District Council to discuss Community Land Trust.
5. **Finance Update.** CWT advised the Meeting that the deadline for submitting the Grant was the 12th April. There was an overspend at the moment but this would be covered by Parish Council funds.
6. **Local Green Spaces.** CWT has started on the work for this, at present the list is too long and needed to be cut down. Advice was requested on what land was needed on the list and a discussion was made on areas. A meeting was arranged for Tuesday 23rd April at Hinks Meadow to work on Local Green Spaces, RL, CWT, JT and JP to attend.
RL, CWT, JT & JP
7. **Non-designated heritage assets.** JT had been working on this and this had been sent to RL. Discussion was made as to other historic buildings in the area which could be included in the Neighbourhood Plan. This will be looked into and discussed further at the Meeting on the 23rd April.
JT
8. **Character Appraisal Work.** RL advised the Meeting that the reports for the Character Appraisals on each area needed to be looked into further and edited. At present the reports are too long, they need to be worded to reflect the character of area. These are to be circulated to the group for their comments and JT will make final amendments. All amendments needed for the next meeting on the 14th May.
ALL
RM and JP to take three photos of each area and forward to RL.
RM & JP

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9. Review of policies and other Neighbourhood Plan document work. RL and AL went through the document page by page with the group. In depth discussion was made and notes and amendments made accordingly. A new front cover picture was requested, RM and JP to find alternative pictures.

RM & JP

RM to provide RL with a distinct description of Taverham.

RM

AL advised the Meeting that the draft Policies had been sent to Broadland District Council but we were still awaiting comments from them on this.

10. Publicity for July consultation event – launch of Reg 14 pre-submission consultation. The consultation event on the 4th July would be an exhibition of the policies that will be in the draft plan. RL to start drafting the publicity for this exhibition.

RL

11. Next Meeting Dates

- 14th May Steering Group Meeting – Hinks Meadow
- 4th June Steering Group Meeting – Taverham Village Hall
- 29th June TNP to attend Taverham Fayre
- 4th July Exhibition – Taverham Village Hall

Signed

Date