

Minutes of the Taverham Neighbourhood Plan Steering Committee Meeting held on Tuesday 12<sup>th</sup> March 2019 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)

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

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

1. **Apologies for absence** were received from Margaret Garwood and Judy Tyler
2. **Declarations of Interest** None
3. **The Minutes of the Meeting on 12 February 2019** were confirmed and signed.
4. **Matters Arising** RM to email Vicky West from Broadland District Council to request notes from the Planning Workshop held on the 28<sup>th</sup> February. **RM**
5. **Finance Update** CWT advised the Meeting that he had been through the budget with Tracey Stone from Taverham Parish Council. There is an underspend on the locality grant, an explanation as to why was given, this will be carried forward and further invoices will reduce this.  
Not able as yet to bid for remaining grant but as soon as this can be done CWT will do so.  
Top Pixel to expire at the end of March 2019, it was recommended that we continue this for another 12 months . CWT proposed that we extend this by 12 months at £12 per month, seconded by JP, this was agreed unanimously. **CWT**
6. **Review of first set of draft policies.** AL went through draft policies with Meeting and RL took part via conference call. Detailed discussion took place and AL took notes and made amendments to the policies. AL to make all changes, these would then be sent to Committee for comments, the draft policies would then be sent to Broadland District Council as a first draft.
7. **Local Green Spaces.** Justification needed on specific sights.
8. **Non-designated heritage assets.** It was requested that JT prepare supporting text for each building that was listed. **JT**
9. **Maps, graphics and photographs.** CWT to contact Hexcam to see if they had any nice aerial photos of Taverham. **CWT**  
RL requested the group to look into ideas of photos that would show the future of Taverham. **ALL**

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**10. Training.** MG had expressed an interest to attend a workshop at Broadland District Council on 21<sup>st</sup> March, TJ to check with JT if she would also like to attend. TJ to advise BDC who will be attending. **MG, JT, & TJ**

**11. Next Meeting Dates**

- 2<sup>nd</sup> April Steering Group Meeting – Taverham Village Hall
- 14<sup>th</sup> May Steering Group Meeting – Hinks Meadow
- 4<sup>th</sup> June Steering Group Meeting – Taverham Village Hall
- 29<sup>th</sup> June TNP to attend Taverham Fayre
- 4<sup>th</sup> July Exhibition – Taverham Village Hall

Signed .....

Date .....