

Minutes of the Taverham Neighbourhood Plan Steering Committee Meeting held on Tuesday 15<sup>th</sup> January 2019 in Taverham Village Hall Suite 1, at 7.30pm, when there were present:

Roger Morriss in the Chair (RM)

Brenda Clarke (BC)	John Pennells (JP)
Johnathan Cox (JC)	Judy Tyler (JT)
Margaret Garwood (MG)	Janice Whiting (JW)
Glenis Langley (GL)	Chris Wilson-Town (CWT)

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

1. **Apologies for absence** were received from Dave Wilson (DW)
2. **Declarations of Interest** None
3. **The Minutes of the Meeting on 18<sup>th</sup> December 2018** were confirmed and signed.
4. **Matters Arising**
  - 4.1. **Call for sites.** The Meeting was advised of the applications that had been received.
  - 4.2. **Training.** RL, JP and RM agreed to attend a workshop at Broadland District Council on 17<sup>th</sup> January **RL, JP & RM**
5. **Update**
  - 5.1. **Consultation events.** Committee members confirmed where they had delivered posters and leaflets promoting the consultation events.  
The Meeting discussed their views on what a Neighbourhood Plan is and the best ways to inform the community about ours.  
Discussion was made as to what we had and what we would need to obtain for the event. It was agreed that BC would be obtaining the refreshments and that JP would collect display boards from Broadland District Council. **BC & JP**
  - 5.2. **Stakeholder visits since last meeting.** CWT had submitted a report from TALGA.
  - 5.3. **Character Appraisal work.** All areas had been completed and reports had been submitted to JP. TJ to forward all reports to RL. **RL**
  - 5.4. **Local Green Space work.** CWT had circulated his report to all Members of the Committee . Discussion was made as to what land could be included. A map was shown to the Meeting which was to be used at the consultation events. It was requested that everyone look at the report and if anyone had any comments to forward these to CWT. **ALL**
  - 5.5. **Aylsham visit.** RL, RM, JP, and JT advised the Meeting of their visit to Aylsham. It was felt that certain types of houses were all kept together rather than the integration of housing types around developments which was a preferred option for Taverham. It was also felt that there was very poor parking provision, no space for storage of wheelie bins and very small front gardens. It was noted that the allocated green space in the centre of the development was still being used or the storage of building materials (and has been for the last 15 months – RL).

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**6. Call for Sites**

After in depth discussions it was agreed to take no further action regarding the Taverham Neighbourhood Plan (TNP) Call for Sites, acknowledgement of receipt of applications had been sent. RL advised the Meeting that Broadland District Council had advised that if the TNP took on the allocation of sites received we would also have to take on all sites received through the GNLP 2016-2017. CWT raised concern as to TNP taking on all the sites. CWT proposed, seconded by JT that we do not take on detailed assessment of the viability of sites but to use the information to develop, enhance and expand locational policy. This was unanimously agreed by the Meeting.

**7. Finalise policy ideas ready for consultation work**

AL discussed in detail the emerging policy ideas with the Meeting and amendments were made accordingly. The amended document would be sent to the group and any amendments/comments are to be sent to RL by the 21<sup>st</sup> January. **ALL**

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

- 12<sup>th</sup> February next Steering Group Meeting
- Consultation events:
  - Saturday 26<sup>th</sup> January, 12noon – 5pm
  - Friday 1<sup>st</sup> February, 3pm – 8pm

Signed .....

Date .....