

Minutes of the Taverham Neighbourhood Plan Steering Committee Meeting held on Tuesday 30th October 2018 in Taverham Village Hall, Old Hall, at 7.30pm, when there were present:

Roger Morriss in the Chair (RM)

Brenda Clarke (BC)	John Pennells (JP)
Margaret Garwood (MG)	Judy Tyler (JT)
Glenis Langley (GL)	Dave Wilson (DW)
Leslie Mooney (LM)	

Also present: Rachel Leggett (RL) and Tracy Jones (TJ)

1. **Apologies for absence** were received from Johnathan Cox (JC), Janice Whiting (JW) and Chris Wilson-Town (CWT)
2. **Declarations of Interest** None
3. **The Minutes of the Meeting on 2nd October 2018** were confirmed and signed. MG requested an amendment to be made to the Minutes 7.1. to amend MG to BC.
4. **Matters Arising.** RL advised the Meeting that EH would be submitting the Scoping Report by the end of the week.
CWT was to submit an article to the Taverham Newsletter with an update on the progress of the TNP, TJ to send CWT an update from this Meeting to be included in the article. **CWT & TJ**
RM advised the Meeting that the proposal for the Reepham Road treebelt had received approval by BDC. An email had been received from Martin Scott requesting to address TNP regarding a proposal at Fir Covert Road. It was agreed that RL would contact him and that he could maybe come to a Meeting after the consultation events. **RL**
5. **Stakeholder visits**
 - 5.1. MG advised the Meeting that she had visited St Edmunds Church with BC **MG & BC**
 - 5.2. Discussions were made between about who was to visit other stakeholders, RL made a list. TJ to amend the Stakeholders List and circulate it to committee members. More volunteers were needed to carry out the Stakeholders Visits. **ALL**
 - 5.3. At this stage it was agreed that RL would visit the Taverham Youth Club and the County and District Councillors with a member of the committee. **RL**
6. **Update on Character Appraisal Work.** JP distributed a map to the Meeting showing 7 sections of Taverham, a member of the committee was to then walk round their designated area to determine its characteristics and then prepare a report. RL to send round a template to help with this. It was agreed that the following committee members would walk the following numbered routes: 1 - LM, 2 - JC, 3 - MG/BC, 4 - RM/JP, 5 - JT, 6 - GL and 7 - RM/JP. TJ to send a copy of the map to members of the committee who were not present at the meeting. Once completed the report was to be submitted to JP who would then collate, it was requested that the reports be sent to JP by the 10th December 2018. **ALL**

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- 7. Local Green Space designation – what green spaces require protection?** RL had sent a document to the committee. RL requested a list of areas that require special protection by the next Meeting, it was suggested that areas could be looked at when carrying out the Character Appraisals. **ALL**
- 8. Is there an appetite to undertake site allocation work?** RM advised the Meeting that Richard Squires from BDC was unable to give a definitive figure of possible future housing allocation for Taverham at this stage. A discussion was made whether TNP wanted to go ahead with ascertaining whether there was an interest from Taverham landowners in putting forward any land in addition to that already identified through the Greater Norwich Local Plan call for sites. The Meeting made the decision to undertake a new call for sites within the parish. RL and Andrea Long (AL) would do the call for sites, RL advised RM that this work would be included in their consultancy fee. **RL & AL**
- 9. Programme and dates of next Steering Group Meetings:**
- 27th November: policy ideas emerging
 - 18th December: policy ideas drafted for consultation
 - w/c 7th January: meeting with Broadland District Council
 - 15th January: firming up wording for consultation event
 - Consultation events:
 - Saturday 26th January, 12noon – 5pm
 - Friday 1st February, 3pm – 8pm

Signed

Date