

## NEIGHBOURHOOD PLAN COMMITTEE

### MINUTES OF MEETING HELD THURSDAY 8 AUGUST 2019 AT 10:00AM

Those in attendance at the meeting were notified of the emergency evacuation procedure from the Town Council Offices.

Those in attendance at the meeting were asked to ensure that their mobile telephones were switched off or placed in silent mode.

	<p><b>PRESENT</b></p> <p>Chair Cllrs E Hendry Cllrs Horne(RH), Westrop(JW), Andrew Davy (AD) Julie Davy (JD) Barry Hobbs (BH) Kelvin Loveday (KL) Richard Warden (RW)</p> <p>Elaine Oliver (Clerk), Richard Davidson (Deputy Clerk) 0 Members of the public After introductions the meeting commenced</p>	ACTION
1	<p><b>TO RECEIVE MEMBERS' APOLOGIES FOR ABSENCE</b></p> <p>Apologies received from Cllrs Brighty (work), Cllr Groom (family commitments)</p>	
2	<p><b>TO RECEIVE MEMBERS' DECLARATIONS OF INTEREST</b></p> <p>JW Company Secretary for Clackclose 100</p>	
3	<p><b>TO AGREE THE MINUTES OF THE MEETINGS HELD ON THURSDAY 11 JULY 2019 &amp; THURSDAY 25 JULY 2019</b></p> <p>Proposed – Barry Hobbs (BH)      Seconded – Richard Warden (RW)</p> <p>That the minutes of the Neighbourhood Plan Committee meetings held on Thursday 11 July 2019 be approved</p> <p>Proposed - Kelvin Loveday (KL)      Seconded Julie Davy(JD)</p> <p>That the minutes of the Neighbourhood Plan Committee meetings held on Thursday 25 July 2019 be approved</p>	
4	<p><b>TO RECEIVE CORRESPONDENCE</b></p> <p>No correspondence received</p>	
5	<p><b>TO DISCUSS THE DRAFT NEIGHBOURHOOD PLAN OF HEACHAM PARISH COUNCIL AND UPDATE DOWNHAM MARKET TOWN NEIGHBOURHOOD PLAN FOLLOWING REFERENCE TO THE HEACHAM PLAN</b></p>	

	<p>After much discussion it was agreed to invite a consultant experienced in Neighbourhood Planning to talk us through the next steps of Downham Market's Neighbourhood Plan.</p> <p>It was further discussed that there is a budget line for the NP that has been accumulated over three to four years that could be used for a consultation. It was explained that some grants have been received that may need to be used in a certain way and through a certain company. This will be checked.</p>	
6	<p><b>TO DISCUSS PUBLIC CONSULTATION ON 20 SEPTEMBER 2019 &amp; 25 SEPTEMBER 2019</b></p> <p>Proposed – Cllr Westrop    Seconded – Cllr Horne</p> <p>That the public consultations booked for 20 &amp; 25 September are deferred until after the visit from the consultant.</p> <p>The Clerk to cancel Rik Martin and the Town Hall booking</p>	Clerk
7	<p><b>TO DISCUSS EMPLOYMENT ELEMENTS OF THE NEIGHBOURHOOD PLAN &amp; PLANNING USE DEFINITIONS</b></p> <p>Proposed – Cllr R Horne    Seconded Barry Hobbs</p> <p>That this should be deferred until after the meeting with the consultant</p>	
8	<p><b>TO RECEIVE AND DISCUSS CARBON NEUTRAL AND SUSTAINABILITY CRITERIA FOR MR WARDEN</b></p> <p>RW reported that he was still working on this and would try and get it done by next Thursday so there was time to read it.</p>	
9	<p><b>TO DISCUSS AND AGREE ECOLOGICAL SURVEY SUGGESTIONS FOR MR LOVEDAY AND CLLR HENDRY</b></p> <p>KL reported that he has been researching this by visiting various websites and sending emails to local companies/people writing a paragraph asking about looking at preserving habitats around our town in the context of NP. He received 2 replies.</p> <p>It was agreed he would contact NWT and keep channels open with his other contacts. It was reported that it is unusual for a town to have a natural site within the town boundary.</p>	
10	<p><b>TO DISCUSS THE SMART RURAL TOWN INITIATIVE SRTI</b></p> <p>Cllr Westrop gave a presentation, copy is on file, to consider the impact that this initiative will have on the NP.</p> <p>Main points as follows</p> <ul style="list-style-type: none"> <li>• Clackclose 100 is a community benefit society and is the vehicle used to raise private finance for the community.</li> <li>• It is a vehicle to invest outside the major towns</li> <li>• This brings investment in education and not just shops.</li> <li>• They are working with the Govt to develop SRTI</li> <li>• We should be developing the rural economy to enable it to move forward</li> <li>• Norfolk is behind other counties developing this</li> <li>• First improve broadband and internet infrastructure, to improve the lives of the community.</li> <li>• This initiative, will by using the old analogue lines, improve social services and reduce the costs to NCC by gathering data.</li> </ul> <p>Clackclose 100 has been in discussion with NCC to understand that this means in terms of delivering a network to Norfolk</p>	

	<ul style="list-style-type: none"> <li>• W Norfolk should be able to participate in this and it should not just be centred around Norwich</li> <li>• NCC agreed to promote DM by using NCC innovation network</li> <li>• It is about bringing a network into the town that enables anything to be reported so could include Fire service smart sensor fire alarms and the facility for Freebridge to manage its care systems remotely</li> <li>• The profile of DM is ideal as a test bed.</li> <li>• Clackclose 100 is committed to taking this out to the 33 villages that form the Clackclose 100</li> <li>• It is essential that houses in future take on board what smart technology means</li> <li>• This will be a sensor network for the town, generating huge amounts of information for free</li> <li>• Future building structures need to take this into account</li> <li>• NCC are going to do this anyway and have identified spots in DM</li> <li>• Uses old analogue lines and it will be difficult to breach it.</li> <li>• This could impact the development of the town.</li> <li>• Need to think what economic value this is to the town</li> <li>• An example of this technology is roads being gritted at 10 but by 2 more grit is needed or not. This could direct the gritters to the right place</li> <li>• Fire brigade will be the first to utilize this service</li> </ul> <p>It was agreed that this isn't necessarily a NP issue and it should be decided which committee it should go to.</p>	
11	<p><b>TO DISCUSS THE DISCUSS THE ASPIRATION OF A TENNIS ACADEMY IN THE NEIGHBOURHOOD PLAN</b></p> <p>Cllr Hendry reported that she has spoken to the LTA who want to have a tennis academy locally and reported they have identified 79 places in the country which would be suitable for a tennis academy, King's Lynn is one site.</p> <p>It was reported that Downham Market sits in the right place and would probably need match funding.</p> <p>The Clerk reported that it is essential to identify funding priorities as not all could be funded via the Town Council. He reminded the meeting that we have pressure to spend money from other groups such as the Dementia support team and we have PWLB loans that need servicing for another 20 years.</p>	
12	<p><b>TO AGREE ITEMS FOR THE NEXT MEETING ON THURSDAY 22 AUGUST 2019</b></p> <p>It was agreed that once the Consultant has made contact dates for a possible meeting will be sent round to the committee. It was thought that 12 September would be an ideal date. Failing that any Thursday or as second choice a Monday</p>	

SIGNED		CHAIR
DATE		

