

Diss & District Neighbourhood Plan Steering Group

MINUTES OF A MEETING

held on Monday 28th January 2019

at 7pm in the Meeting Room at Diss Youth & Community Centre.

Lines in [blue and underscored](#) are clickable links to the document or website.

Present: Simon Olander and Eric Taylor (Diss TC), Graham Moore (Scole PC), Alison Wakeham (Burston & Shimpling PC), Roger Greenacre (Stuston PM), Ursula Halton (Brome & Oakley PC) David Burn (Steering Group Chairman and District Cllr Palgrave Ward), Jessica Fleming (County Cllr Hartismere Division)

Also present: none

1. Apologies for absence

- 1.1. Apologies were received from Steve Leigh (Stuston PM) and Paul Curson (Roydon PC)
- 1.2. The resignation of Palgrave community representative Penny Thompson was received and accepted.
- 1.3. There were no new or replacement parish representatives.

2. Minutes

- 2.1. The Minutes of the meeting held on 19th November were reviewed and approved.
- 2.2. There were no matters arising not covered by items elsewhere on the Agenda.

3. AOB – The following items not on the agenda were suggested for discussion during the course of the meeting

- 3.1. Parishes' 'wish lists' should be reviewed/reality checked and sent to GM by 15th February. DB to notify Neil Weston (Palgrave); GM to notify Paul Curson (Roydon).

ACTION DB/GM/all parish reps

- 3.2. Review and update vision document for next meeting. **ACTION GM**

4. Search for Steering Group Chairman

- 4.1. No expressions of interest had been received.
- 4.2. UH to enquire of SALC about potential for persons interested in chairing. **ACTION UH**
- 4.3. The need for a replacement chairman may be reviewed if an effective clerk is secured and DB is willing to continue, assuming sufficient assistance from clerk is forthcoming.

5. Consultation on Pre-submission draft of the Eye Neighbourhood Plan (previously circulated) [To access the draft Plan and all associated documents, [click here](#). The consultation ended on 20th December.]

- 5.1. DDNP parishes responded individually (or not); it had been agreed that the SG would not respond. Timing of Eye NP likely to include new major planning application.
- 5.2. DB reported that an application ([DC/18/05021](#)) for a large housing development (up to 126 dwellings) on a greenfield site to the east of Victoria Hill was recently deferred by MSDC Development Control Committee A. This gives the Eye NP steering group the opportunity to finalise and submit its submission draft before the planning application returns for determination; the ENP may then carry greater weight than before.

6. Stage B Regulation 18 Consultation of the draft Greater Norwich Local Plan: New, Revised and Small Sites.

- 6.1. Background: This [consultation](#), which ran from 29th October to 14th December, covers newly submitted sites, revisions to some of the sites already consulted on in January and small sites. Altogether this comes to more than 200 sites. The Greater Norwich Development Partnership (a collaboration between Norwich, Broadland and South Norfolk's councils) is seeking views on these sites as part of the GNLP drafting. Except

for the sites the GNDP have been asked to revise, they are not consulting again on the sites they asked for views on in January. However, if a new site changes views on a site already consulted on, they would like to know.

6.2. Scole and Diss town/parish councils have commented. The SG does not intend to comment.

7. **Planning application by Marston's Estates Ltd on land behind the Thatchers Needle**

7.1. Background: This is South Norfolk Council application no. [2017/2853](#) Proposed retail and hotel development on land to the rear of Thatchers Needle, Park Road, Diss. It is scheduled to be determined by SNC's Development Management Committee on 30th January. The papers for that meeting have not yet been published but it is understood that the officer recommendation will be for refusal.

7.2. The refusal recommendation is based on adverse effects on town centre shops and the fact that the proposal takes up almost all the commercial space allocated in the Local Plan. The DDNP SG opposed the original 2017 application (comments submitted on 8th Feb. 2018), recent December 2018 comments could not be located on the web site. DB to submit comments on current application on 29th January in time to be presented as a late paper to the planning committee, which is sitting on Wednesday 30th Jan. ET to make verbal representation at that meeting. We expect it to be refused and appealed but DTC feels case against is strong. **ACTION DB/ET**

8. **Application to Locality for technical support**

8.1. Background: At the 19th November meeting of the SG, DTC representative Eric Taylor explained that although the SG might be able to move quickly on the identification of sites suitable for housing development it lacked an up-to-date housing needs assessment. ET is particularly interested in this aspect and contacted Locality to see if they could offer any assistance.

8.2. ET gave verbal update. He has completed the long and complicated application form and an interview by telephone has been scheduled for later in the week. **ACTION ET**

9. **Governance**

9.1. Members discussed whether the present governance document adequately defines member parish representation on the SG. The view was that there is presently no need to amend it.

10. **Administrative matters**

10.1. Stephanie Ayden has expressed an interest in providing some form of clerical assistance to the SG. She currently works part-time for Parker Planning Services and the Poringland Neighbourhood Plan group. UH proposed, AW seconded and all SG members present agreed that we should seek to secure her service as a 'zero-hour' employee. SO to confirm what entity will be her employer and her title. DB to make contact. **ACTION SO/DB**

10.2. SO was asked to arrange the purchase of a laptop, as had been agreed by the SG (refer to item 11.3 of minutes of 19-Nov-18) using funds held by DTC on behalf of the SG. **ACTION SO**

11. **Next meeting** - regular meetings of the Steering Group will be held on the 3rd Monday of each month unless otherwise notified: 18th February, 18th March and 15th April.

Meeting closed at 20:56

