**RYBURGH NEIGHBOURHOOD DEVELOPMENT PLAN**

**WORKING GROUP MEETING**

**19th June 2018**

**MINUTES**

Present : Andrew Purdy, Graham Taylor, Mike Rundle, Algy Williams, Mark Noble, Hugh Lanham, Gill Waldron.

Apologies: Ian Wilson.

**Item 1 Introductions and apologies**

Apologies from the above were received. Andrew welcomed Gill Waldron to the meeting. Mike presented the meeting with an Agenda.

**Item 2 Recap of last meeting, minutes and actions arising. Confirmation of amendment of the minutes of the previous meeting.**

The minutes of the last meeting were accepted without amendment.

**Item 3 Grant Application**

Mike confirmed the application for a grant of £6,916 (for consultants reports and £300 for printing and £200 for hall hire) had been granted in full. [It was confirmed duly paid to the PC account on 21st June].

**Item 4 Progress on engaging contacts suggested by Ian Withington – Highways, Housing, Ecology and Landscape**

Mike wrote on 10th May to Michael Rayner, Chris Yardley and Robert Yaxley to advise them that the grant application has been successful and instructing them to proceed. Andrew and Mike met with Mike Rayner (Housing) on 29th May), discussed how he would proceed and provided him with the village consultation feedback. His draft report is expected shortly and Mike will ask him to present this to the working group at the next meeting. Chris Yardley has indicated that he will commence work on his report (Landscape) at the end of June and would expect it to take around 2-3 weeks. Robert Yaxley has suffered a heart attack and Mike is enquiring with Wild Frontier Ecology Ltd how they propose to deal with the instructions.

**Item 5 Workshop – policies for discussion from attendees**

Andrew produced a paper headed “Draft Report Framework” to demonstrate the headings under which the NDP might, in due course, be prepared. He thought each Policy would include the Policy itself, its objective and its justification. He agreed that the NDP would need two additional Annexes, one for Aspirations and the other for the Evidence upon which the justification for each policy is based. His Framework was accepted as a useful start.

Before discussion began on actual proposed policies, Mike referred to GOV.UK – Neighbourhood Planning (the link to which he had sent to all committee members) and to the constraints relevant to the preparation of a Neighbourhood Plan. In particular he pointed out that our policies must not trespass upon the Local Plan or the emerging Local Plan, nor upon the NPPF and must be a demonstrable contribution to sustainable development. He said he thought we must therefore concentrate upon the issues peculiar to the village and overlooked by the Local Planning Authority. He thought these were the reconciliation of the major industrial site in the village with the amenities of the residents, the protection of the landscape of the Wensum Valley and access to the countryside, all of which were the subject of the feedback from the village.

Mike put the CPRE booklet “Landscape Issues and your Neighbourhood Plan” before the meeting and said he would be in favour of a policy by which the part of the river valley included in the Parish (or such area as advised in the Landscape Report) were designated as a Green Space. He would distribute the booklet with the minutes.

Andrew put forward a paper he had prepared entitled “Potential Draft Policies” and the discussion turned to housing. It was noted that the Local Plan only permitted housing development in the Parish t in very limited circumstances and that the proposed policy would therefore have application to housing development if and when, during the life of the NP, permitted by the Local Plan, the emerging Local Plan or other LPA initiatives. Hugh pointed out that there are many businesses in the village conducted from home and housing extension planning applications are likely. We would want a policy to support the principle of such applications. He also said that working from home has implications for communications. We would want a policy to support connectivity ie: Broadband and Mobile.

Andrew said that the mix of housing in the village is of great importance to its future and that it is very short of four bedroom houses suitable for expanding families. Hugh thought the village to be a “working village” and was concerned about a proliferation of second homes and it becoming a village of retirees. Algy pointed out that the Maltings proposals has the potential to change the village. Graham said that the plans recognised a mixture of housing sizes to be appropriate. Andrew said that our policies should ensure Ryburgh remains a village and does not merge into the corpus of Fakenham. Hugh wanted a policy that recognises the coming changes in energy use, supporting provision of electric car charging points. Andrew agreed and said 75% savings were possible with a change to LED lighting.

Mike raised the issue of traffic, and said that he had read of a Neighbourhood Plan incorporating proposals agreed with a Highways authority. He suggested we approach NCC Highways to discuss the problem of the traffic in the village and whether a policy might be agreed to address the concerns of the village, to include in the Neighbourhood Plan. It was agreed we should do so and Mike was asked to draft a letter to Highways for approval of Graham, Gill and Hugh, who volunteered to take part in any discussions.

Graham asked Mike if he would check with NNDC on what Tree Preservation Orders there may be within the Parish area. Mike said he would write to Iain Withington and raise this and the absence of any replies to Algy’s requests for statistics made upon his meeting with NNDC, but not received, and inform Iain of the reports we have commissioned and the direction the preparation of the Neighbourhood Plan is taking.

Andrew confirmed that he would create a new document within which Policy proposals could be kept together.

**Item 6 AOB -**  None

**Item 8 Date of next meeting.**

The next meeting of the Working Group will be at the Maltings Board Room at 7.30pm on either Tuesday 24th or 31st July 2018 dependent upon Michael Rayners availability.