**RYBURGH NEIGHBOURHOOD DEVELOPMENT PLAN**

**WORKING GROUP MEETING**

**13th February 2018**

**MINUTES**

Present : Andrew Purdy, Graham Taylor, Ian Wilson, Mike Rundle, Hugh Lanham, Kate Young and Mark Noble

Apologies: Chris Hobson, Algy Williams

**Item 1 Introductions and apologies**

Chris Hobson and Algy had been in touch to give apologies for non-attendance.

Andrew 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 subject to the following amendments - “ Item 5 … it was also said by Andrew that we have to know what we want and not be led by NNDC. Kate concurred. She felt we should at least have some outline/draft policies to refer to in any meetings with NNDC to ensure efficient use of time, add focus and a sense of purpose and professionalism. Item 6 … Kate raised a matter raised with her by Steve Bushby namely the necessity to follow up submissions from children at Stibbard Primary School and to include them in the record of submissions”.

**Item 3 Aspirations- progress**

The meeting acknowledged the importance of pursuing the implementation of the Aspirations. Ian said that whilst the Parish Council supported this, it was not in a position to lead it. It was agreed that the mechanism by which progress was made towards implementation was not of great importance, providing progress is made. Mike was asked to draft a letter to the Parish Council pressing it to progress matters, perhaps by approaching the persons who submitted the Aspirations in the first place, or by seeking the help of interested persons in the parish who would be willing to accept the delegation of the task. Mike to liaise with Ian on the wording of the letter.

Kate said that the intended Community Hub would not be suitable to assist in pursuing the Aspirations. It will be concerned with “advancing health, education and social interaction ….. by providing intergenerational advice, activities and support for individuals and families in a local community”.

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

Traffic and Highways – Andrew has not been able to make progress on this. He will do so in time for the next meeting. Mike expressed his view that the suggestions to date by the NNDC are to contact the members of the NNDC or consultants used by the NNDC who are supportive of and expert in the policies already in place for North Norfolk and who have no obvious interest in adjustments to those policies to reflect the local concerns of the NDC. Our lay views and those of the community on what may be desirable for Ryburgh are unlikely to be sufficient to convince the NNDC of a departure from its existing policies and Mike therefore favours the commissioning of reports from independent experts whose opinions may carry weight with the NNDC. Grant funding will be necessary to pay for such reports. Andrew and Graham were asked to work on the terms of reference to be given to any expert upon Traffic and Highways.

Housing – Mike reported that he had been in touch with Michael Rayner who is planning campaign consultant for CPRE and that he has indicated his willingness to prepare a report but has requested the Working Group to consider and let him know the terms of reference he is to address. The meeting suggested that it should include an analysis of the current positon applicable to any planning application that might arise, including infrastructure and recognising the requirement that the housing available in the village should provide for all stages of life. Consideration should be given to second home ownership, buy to let ownership, the impact of future development in the village and policies that spring from this taking into account the community submissions. The effect on social structures of future development. The intended development of Fakenham.

Ecology and Landscape – Mike reported that he had been in touch with Chris Yardley of Arbor Research Association who was one of the landscape consultants mentioned by Iain Withington and is local to the area (Burnham Thorpe) and Robert Yaxley of Wild Frontier Ecology Limited of Fakenham. They know one another and have worked together in the past. Robert is known to Ian as Knowledgeable about the ecology of the Wensum valley and Ryburgh. Both have agreed to meet with Mike (and anyone else on the Working Group who may wish to attend) to discuss terms of reference and fee estimates. A date has yet to be fixed. Ian pointed out that their reports should not be restricted to conservation but should also embrace development, neither should they be limited to planning structures (Conservation Areas and Public Green Spaces) and they should address the Aspirations where appropriate. Mark said the reports should take into account that traditional management of the Wensum Valley and the water meadows is an important factor.

**Item 5 New Grant Application**

Mike said that the Department for Communities and Local Government had announced their commitment to neighbourhood planning in September 2017 with £5.5m allocated per year from 2018-2022 to provide expert support and advice through information services, grants and technical support packages. The programme for grant support applications will open no later than 1st April 2018. The aim is to get quotes for the reports needed in time for an early application in April.

**Item 6 Updates on:**

Historical and archaeological conservation – Chis Buxton was not present to take this forward

Businesses – Mike had nothing to report.

Website- Andrew has spoken to the creator of the Thornham website, Tectamers. He has in mind a village website (not just NDP) with a page for each of the village organisations (shop, village diary, NDP, Village Hall booking system etc). He understands it will cost about £100 a page and that this could be paid for by local advertising. He will progress.

Community Hub- Kate gave a brief explanation of progress. The hub is looking for a permanent home and she is awaiting the decision of the Playing Field Committee.

**Item 7 AOB**

Hugh would resend the submissions from Stibbard school pupils (now received)

Mike mentioned the forthcoming talk by Steffan Aquarone on the future of village communities in rural Norfolk which is to take place at St Andrews Church on 28th February 1.15pm. Andrew said that he will attend.

**Item 8 Date of next meeting.**

The next meeting of the Working Group will be at the Maltings Board Room at 7.30pm on Tuesday 3rd April 2018.