

**DOWNHAM MARKET NEIGHBOURHOOD PLAN STRATEGY GROUP**  
**NOTES OF MEETING HELD THURSDAY 22<sup>ND</sup> APRIL 2021 AT 2:00pm**

*This was held as a Zoom video telephony meeting.*

	Present:	<b>ACTION</b>
1	<p>Strategy Group Chair – Cllr Hendry</p> <p>Members - Mrs J Davy, Mr A Davy and Mr R Warden</p> <p>Senior Administrator – Ms C Dornan</p> <p>Assistant to the Clerk – Mr G Spark</p> <p>Cllr Westrop joined at 2:10pm and left at 3pm</p>	
2	<p><b><u>To receive Members’ apologies for absence</u></b></p> <p>Apologies were received from Cllr Westrop who would be attending the meeting but was unable to join at 2pm as scheduled due to building works.</p>	
3	<p><b><u>To receive Members’ declarations of interest</u></b></p> <p>There were no declarations of interest.</p>	
4	<p><b><u>To approve the notes of the meeting on 18 February 2021</u></b></p> <p>Proposer Mr R Warden      Seconder Mr A Davy</p> <p>‘The notes of the meeting held on 18<sup>th</sup> February 2021 are agreed as a true and accurate record.’</p> <p>All in favour</p>	
	<p><b><u>To approve the notes of the meeting on 18 March 2021</u></b></p> <p>Proposer Mr R Warden      Seconder Mr A Davy</p> <p>‘The notes of the meeting held on 18<sup>th</sup> March 2021 are agreed as a true and accurate record.’</p> <p>All in favour</p>	

5	<p><b><u>To approve the notes of the meeting on 15 April 2021</u></b></p> <p>Proposer Mr R Warden      Seconder Mr A Davy</p> <p>‘The notes of the meeting held on 15<sup>th</sup> April 2021 are agreed as a true and accurate record.’</p> <p>All in favour</p>	
6	<p><b><u>To discuss and agree 7 – 10 key areas for Policy Documents</u></b></p> <p>1 – Desire to exceed building regulations to make properties carbon neutral</p> <p>2 – New developments must preserve and rewild with enforced replacement of downed trees and hedgerows</p> <p>3 – A percentage of affordable housing restricted to local family connections in some way. They must remain affordable. There must be a key worker clause. Consideration given to them being local authority homes.</p> <p>4 – Any estates must have a variation in roof height, not over 3 storeys, using local material such as carstone with a mix of design frontages. Self builds should not be hidden at the back of estates. They should be distributed around the estate. The maximum possible number of self builds to be quoted – to obtain consultants guidance.</p> <p>5 – Infrastructure must be accessible to emergency vehicles and transportation which would enable adoption. Street signage should be visible and illuminated. Streetlights to be designed to avoid light pollution.</p> <p>6 – Footpaths and cycle paths should be connected and lead into the town centre. There must be an increase in the number of footpaths, cycleways, and green space.</p> <p>7 – Encourage the development of commercial land to create employment opportunities for local residents.</p> <p>8 – Encourage the development of flats, not exceeding 3 storeys and provide adequate parking.</p> <p>9 – Any new estate must include adult recreational spaces.</p>	
	<p><b><u>To confirm date of next zoom meeting</u></b></p> <p>29 April 2021 – 10am 13 May 2021 – Time to be confirmed 10am / 2pm – Consultant to be present</p>	

	<b>Meeting closed: 15:42</b>	
	<b>SIGNED</b>	<b>DATE</b>