DOWNHAM MARKET NEIGHBOURHOOD PLAN STRATEGY GROUP NOTES OF MEETING HELD THURSDAY 22nd JULY 2021 AT 10:00am

This was held as a Zoom video telephony meeting.

	Present:	ACTION
	Strategy Group Chair – Cllr Hendry	
	Members - Mrs J Davy, Mr A Davy, Mr R Warden and Cllr Westrop	
	Resident – Mr T Bennett	
	Senior Administrator – Ms C Dornan	
	Assistant to the Clerk – Mr G Spark	
	Abzag Ltd Consultant – Mr S Vincent	
1	To receive Members' apologies for absence	
	Apologies were received from Cllr Lawson due to work commitments.	
2	To receive Members' declarations of interest	
	There were no declarations of interest.	
3	To approve the notes of the meeting on 08 July 2021	
	Proposer Cllr Westrop Seconder Mr Warden	
	'The notes of the meeting held on 08 th July 2021 are agreed as a true and accurate record.'	
	All in favour	
4	To complete the review of Policy Documents	
	Mr Vincent confirmed that the new National Planning Policy Framework (NPPF) had been published and was live. The main change is the Design Code which incorporates Build Beautiful.	
	Members discussed and agreed the policies for:	
	Floods Biodiversity Sustainability & Management of Open Spaces Local Jobs and Employment	

Commercial Premises Tourism Traffic Impact Sustainable Transport Amendments were made to the document by the consultant live as wording was debated and agreed. Members discussed green wall and roofs. The example of Marks & Spencer in Norwich was provided as an example by the consultant. Members agreed that Sustainable Drainage Systems (SuDS) should not form part of recreational space in new developments. It can make recreational space wet and boggy. There is an existing policy within the NPPF to prevent this however it has been seen in some developments and therefore will be added to the text of the Neighbourhood Plan. It cannot be added as a policy as it is unlikely to be accepted by the examiner, as there is already a policy on this matter and it would be deemed to be a conflict to have a secondary policy. Cllr Hendry requested that the following item be added to the next Full Council G Spark agenda for debate: To discuss and agree the preferred responsibility for Green Space management on new estates. The options are as follows: Town Council management – with suitable funding to cover projected future upkeep costs for at least the next ten years – After 10 years it will likely form part of the precept Borough Council management - with suitable funding to cover projected future upkeep costs for at least the next ten years – After 10 years it will likely form part of special expenses Management Company – appropriate legally binding arrangement for management by an established management company with a viable and sustainable business case and operating model - Management after 10 years unknown. It may pass to Borough Council or Town Council management Cllr Westrop left the meeting at 11:40am. Cllr Hendry to arrange a meeting at her residence with Mr Davy, Mr Bennett Cllr Hendry and Mr Warden to discuss Open Spaces further in order to prepare a paper for the Full Council meeting. To agree a date for Public Consultation 01 October 2021 and 02 October 2021.

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Location to be confirmed.

6	To confirm date of next zoom meeting	
	05 August 2021 at 10am – Consultant will not be present	
	Agenda Items	
	To vote to agree to Mr Bennett becoming a member of the Strategy Group To agree the Public Consultation notification process and content	
	19 August 2021 in the afternoon. Time to be confirmed – Meeting including the Consultant	
	Meeting closed: 11:44 am	
	SIGNED DATE	