DOWNHAM MARKET NEIGHBOURHOOD PLAN STRATEGY GROUP NOTES OF MEETING HELD THURSDAY 15th OCTOBER 2020 AT 10:00AM

This was held as a Zoom video telephony meeting.

	Present:	ACTION
	Strategy Group Chair Cllr E Hendry	
	Cllr J Westrop, Mrs J Davy, Mr A Davy and Mr R Warden	
	Senior Administrator Ms C Dornan	
1	To receive Members' apologies for absence	
	Apologies were received from Cllr Pickering, Cllr Lightfoot, Mr Loveday and Cllr J Woodmin.	
	Cllr Lawson was not present. Cllr Lawson did email querying the meeting however did not advise whether he would be in attendance or not.	
2	To receive Members' declarations of interest	
	There were no declarations of interest.	
3	To approve the notes of the meeting held on Thursday 20th August 2020	
	Proposer Cllr J Westrop Seconder Cllr E Hendry	
	'The notes of the meeting held on Thursday 20 th August 2020 are agreed as a true and accurate record.'	
	All in favour	
4	To approve the notes of the meeting held on Thursday 08th October 2020	
	Proposer Cllr J Westrop Seconder Cllr E Hendry	
	'The notes of the meeting held on Thursday 08 th October 2020 are agreed as a true and accurate record.'	
	All in favour	
	Mr A Davy gave an update on the Willows Nature Reserve. He advised that the Borough Council are currently managing the site via the Community Payback Scheme. This has only recently re-commenced due to Covid-19 restrictions.	
5	To suggest and agree a strategy to further involve the residents of Downham Market in Neighbourhood Plan discussions	
	This item was not discussed. It was to be discussed after item 6 however there was insufficient time. The item is to be discussed at a future meeting.	

6	To discuss and agree a response to the Planning Reform White Paper consultation	
	Answers to questions 1-6 were discussed and drafted.	
	It was decided that more consideration was needed to answer question 7 and therefore this will be discussed at a future meeting.	
	A response to question 8 was discussed and drafted.	
	Question 9a was discussed however as the meeting was nearing two hours it was decided to continue to discuss the question at the next meeting to save rushing the discussion.	
	The Senior Administrator is to draft the agreed responses and forward them to the Strategy Group ahead of the next meeting for review in case any additions are required.	Senior Administrator
7	To agree next meeting	
	Tuesday 20 October 2020 at 10am to continue the Planning Reform White Paper discussions. Agenda to be sent on 15 October 2020.	
	Thursday 22 October 2020 at 2pm to conclude the Planning Reform White Paper discussions. Agenda to be sent on 15 October 2020.	
	Thursday 29 October 2020 at 10am to continue preparation of the Neighbourhood Plan focusing on Housing and the Design Statement.	
	Meeting closed: 11:58am	
	SIGNED DATE	