

	<p>public so they can receive regular updates on the progress of the Neighbourhood Plan.</p> <p>Cllr Westrop confirmed that the press release had been submitted to Your Local Paper, the Eastern Daily Press and Lynn News.</p> <p>The Senior Administrator was asked to confirm with the Town Clerk if the local Radio Stations had been contacted.</p> <p>Cllr Hendry agreed to forward a copy of the press release to the Senior Administrator so that a copy could be placed on the Town Council website.</p> <p>The consultant asked for all messages to be saved and held until the Neighbourhood Plan was in situ, as the examiner may wish to see evidence.</p> <p>The Senior Administrator was asked to retain evidence of publication of the press release via an online screenshot or obtaining a copy of the physical publication.</p> <p>It was suggested that residents who have historically commented on Planning Applications be contacted and invited to comment on the Neighbourhood Plan.</p> <p>Cllr Westrop and Cllr Hendry requested that the Senior Administrator's Facebook and poster be re-emailed so they could consider amendments.</p> <p>Cllr Hendry asked for a link to the Neighbourhood Plan web page to be placed on the front of the website. Senior Administrator to discuss with the Town Clerk.</p> <p>It was suggested that consideration be given to creating a regular newsletter for publication on the Town Council website and Parish noticeboards.</p>	<p>Senior Admin.</p> <p>Senior Admin.</p> <p>Senior Admin.</p> <p>Senior Admin.</p> <p>Senior Admin.</p> <p>Senior Admin.</p>
5	<p><u>To receive update on Footpath List</u></p> <p>Mr Warden had completed the Footpath List and it was circulated to all members by the Senior Administrator prior to this meeting.</p> <p>Mr Warden gave commentary on the list, where appropriate.</p> <p>The members discussed the footpaths leading to The Willows which are currently not registered. The Senior Administrator was asked to place this on the Planning Committee Agenda so Councillors could discuss registering the footpaths. The Senior Administrator agreed to discuss the request with the Chair of the Committee.</p> <p>The members discussed the footpath complaint on Rabbit Lane which had been raised by Cllr Lawson, on behalf of the residents. It included access concerns for emergency vehicles and that the Bridleway having overgrown hedging. The Senior Administrator had knowledge of this complaint and was asked to forward the information and, if necessary, seek assistance from the Maintenance Team in taking photographs of the area. The Senior Administrator was asked to place this on the Environment Strategy Group Agenda so Councillors could discuss the</p>	<p>Senior Admin.</p>

	<p>issues. The Senior Administrator agreed to discuss the request with the Chair of the Strategy Group.</p> <p>The consultant asked for pictures of good and bad example of existing footpaths. Mr Warden agreed to action this.</p> <p>The consultant asked for the Footpath List to be forward in an editable version. Mr Warden confirmed he would provide the Senior Administrator with a word version for onwards transmission to the consultant.</p> <p>It was commented that there are some emergent issues that required consultation. These were:</p> <p>1 - Do residents want to see the footpaths actively maintained by the Town Council?</p> <p>2 - Do residents want to see the footpaths developed into Green Corridors?</p> <p>3 - How do residents view the connectivity between housing estates and the Town?</p> <p>4 - If residents want the Town Council to take action, what action would they want to be taken?</p>	<p>Senior Admin.</p> <p>Mr Warden</p> <p>Mr Warden & Senior Admin.</p>
6	<p><u>To review and approve responses to outstanding policy items</u></p> <p><u>Environment & Landscape</u></p> <p>Mr Warden had completed the Environment and Landscape policy items and it was circulated to all members by the Senior Administrator prior to this meeting.</p> <p>Mr Warden gave commentary on the list, where appropriate.</p> <p>Members asked that the consultant add a policy to protect hedgerows and trees. The consultant confirmed that this was possible.</p> <p>The consultant asked for clarification on what is important about item 10, Distinctiveness. A discussion ensued. The consultant confirmed that a view can be protected in some circumstances. Mr Warden agreed to take pictures of the landscape for circulation to the consultant for further consideration.</p> <p>Cllr Westrop stated she had completed an article on the origins of the architecture of the Town Hall. It was agreed this would be useful evidence. Cllr Westrop was asked to forward a copy to the Senior Administrator, for onwards transmission to the consultant.</p>	<p>Mr Warden</p> <p>Cllr Westrop & Senior Admin.</p>

	<p><u>Design & Housing</u></p> <p>Members accepted this document as presented at the last meeting, with the minor amendment, and the consultant confirmed he required no further information at present.</p> <p><u>Local Economy</u></p> <p>Cllr Westrop had forwarded an updated draft of this policy prior to the meeting.</p> <p>The consultant requested an employment zone map. The Senior Administrator was asked to liaise with the Town Clerk and obtain permission for the Administrator to work with Cllr Westrop to produce this as she has the computer technology on her Council machine.</p> <p>The Senior Administrator was asked to place this item onto the Action Downham / Community Development Agenda so Councillors could discuss the content of this proposed policy. The Senior Administrator agreed to discuss the request with the Town Clerk as the Chair of the Group was due to be voted in the following week.</p> <p><u>Community, Culture & Society</u></p> <p>Cllr Westrop had circulated a draft paper on Tourism and had received feedback from Cllr Daymond.</p> <p>Cllr Westrop agreed to liaise with Cllr Woodmin to complete this policy section.</p> <p><u>Infrastructure & Transport</u></p> <p>Cllr Westrop had circulated an updated draft paper prior to the meeting.</p> <p>The consultant requested that this paper include information on additional infrastructure requirements. He asked for a wish list, that assumes resource is not an issue. He asked for photographic examples of existing good and bad infrastructure. He asked for evidence of constraints. He also asked for a review of electric charging points including details and photographic evidence of usage of the 4 new charging points at Tesco. Cllr Westrop agreed to action this. Mr Warden stated he had some ideas he would forward to Cllr Westrop.</p>	<p>Senior Admin.</p> <p>Senior Admin.</p> <p>Cllr Westrop & Cllr Woodmin.</p> <p>Cllr Westrop & Mr Warden</p>
7	<p><u>To discuss Fenland Biosphere Conference</u></p> <p>The Senior Administrator confirmed that the Town Clerk had registered the Council's interest in the Fenland Biosphere project.</p> <p>The Senior Administrator confirmed that the Town Clerk was aware of the members' request for this to be placed for discussion on the Agendas of the Environment Strategy Group and Full Council in March 2021.</p>	

	The consultant confirmed he had received the links that the Senior Administrator had been asked to send to him at the previous meeting.	
8	<u>To continue drafting Neighbourhood Plan</u> The consultant confirmed that he had no additional question and that the policy development was progressing well.	
9	<u>To confirm date of next zoom meeting</u> Thursday 18 February 2021 at 10am – The consultant will not be present. Thursday 04 March 2021 at 10am – The consultant will be present.	
	Meeting closed: 11:22am	
	SIGNED	DATE