## DOWNHAM MARKET NEIGHBOURHOOD PLAN STRATEGY GROUP NOTES OF MEETING HELD THURSDAY 12<sup>th</sup> NOVEMBER 2020 AT 10:00am

This was held as a Zoom video telephony meeting.

	Present:	ACTION
	Strategy Group Chair Cllr E Hendry	
	Cllr A Pickering, J Westrop, J Woodmin, Mrs J Davy, Mr A Davy, Mr K Loveday and Mr R Warden	
	Consultant – Shaun Vincent	
	Senior Administrator Ms C Dornan	
	Cllr J Woodmin left at 11am due to another pre-arranged meeting.	
1	To receive Members' apologies for absence	
	There were no apologies received.	
	Cllr Lawson and Cllr Lightfoot were not present.	
2	To receive Members' declarations of interest	
	There were no declarations of interest.	
3	To approve the notes of the meeting held on Thursday 29th October 2020	
	Proposer Mr A Davy Seconder Cllr A Pickering	
	'The notes of the meeting held on Thursday 29 <sup>th</sup> October 2020 are agreed as a true and accurate record.'	
	7 in favour 1 abstention as not present at the meeting	
4	To decide on what consultations we can do under the present social restrictions	
	The consultant reminded the members throughout their discussions that any consultation must not exclude any members of the community to meet the basic conditions of the Neighbourhood Plan.	
	It was suggested that Community Leaders could assist in information exchange where it is difficult to engage. It was agreed:	
	<ul> <li>That Churches Together should be contacted – Cllr Westrop volunteered</li> <li>Lynn News / Your Local Paper should be engaged - Cllr Westrop volunteered</li> <li>A dedicated page be created on the DMTC website - Cllr Westrop and Cllr Hendry volunteered to write a piece for consideration</li> </ul>	Cllr Westrop & Cllr Hendry

5	To continue with the preparations of the Neighbourhood Plan focusing on:	
	Photovoltaic	
	It was agreed no further discussion was required on this topic as everything had been discussed at the previous meeting.	
	Local Economy	
	It was agreed that the Neighbourhood Plan should resist the conversion of shops to residential properties. Support for the commercial areas of the Town was considered important.	
	Cllr Pickering and Cllr Westrop volunteered to work together to assess the grants available to support tourism within the Town.	Cllr Pickering & Cllr Westrop
	Consideration to locations for a Tourist information were discussed. It was agreed this should be an aspiration in the Neighbourhood Plan.	
	Cllr Pickering discussed the benefits of having a Community Café in the centre of Town which would draw people into the Town regularly.	
	Community & Culture	
	Town signage was agreed as a priority to support Tourism.	
	It was agreed that a definitive list of Footpaths should be developed. Mr Warden agreed to compile a list.	Mr Warden
	It was suggested that Walks around Town should be made available. Cllr Hendry suggested this be raised with the Community Development Strategy Group.	Senior Administrator
	Infrastructure	
	The members discussed Speed Reduction methods around Town. They discussed clearer signage to prevent heavy good vehicles driving through Town.	
	Members asked the Senior Administrator to ascertain if the Car Park Committee were meeting to discuss the impact of Covid – 19 on parking plans.	Senior Administrator
	Members agreed that an increased number of dropped pavements would improve accessibility for those with mobility aids, and parents with buggies.etc	
	Members discussed the width of footpaths and it was agreed that a feasibility study should be considered for areas such as Priory Road, Bridge Street and Bexwell Road.	
	It was agreed that it is important to conserve the Conservation Area.	

	SIGNED DATE	
	Meeting closed: 11:37	
	Thursday 10 December 2020 at 10am.	
O	<u>To agree next meeting</u> Thursday 16 November 2020 at 10am. The consultant is unable to attend this meeting.	
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	It was agreed that flooding and flash flooding was an issue within Downham Market. The consultant asked that a list of areas with significant issues be constructed. It was suggested that a Facebook post be placed on the DMTC page asking residents to provide the information with supporting evidence. The Senior Administrator was asked to liaise with the Town Clerk to arrange this.	Senior Administrator
	The consultant suggested that members review the Great & Little Plumstead Neighbourhood Plan to consider the aspirations of their plans which may be deemed appropriate for Downham Market.	All members