

Notes from the Watton Neighbourhood Plan meeting
with Planning Consultant Ian Poole – Places4People
Thursday 22nd April 2021 at 11am - Held virtually on Zoom

Present – Jane Fountain (JF), Pat Warwick (PW), Kathryn Stallard (KS), Keith Gilbert (KG), Liz Whitcher (LW), David Dent (DD) Jane Scarrott (JS) Ian Poole (IP) - Places4People Planning Consultancy Ltd

Notes by – Michelle Thompson (MT)

Revised Draft Neighbourhood plan April 2021 update

- The Steering group has examined the draft Neighbourhood Plan that was produced by IP. Suggestions, comments and amendments were compiled by LW and forwarded to IP for consideration. IP generally ok with the content but the structure needs tweaking.
- In regard to re-structuring of the document – need to have issues, vision, objective and conclusion current content is a little muddled. IP suggested inserting flow charts to allow the read of the document to flow. It was felt the readability is a problem, the visions and objectives are lost in the narrative. Once the document is published in a smart format it will include themed colours making it attractive to look at and more readable.
- IP to search draft plan for Community Actions and then have the Steering group to brainstorm to see if any are missing.
- MT to send IP consultation objectives.
- It was suggested that Community support is highlighted more as a action included in the plan – since the loss of surestart the Town Council has been looking at ways to support residents through the community.
- 2 main arms that are wanted in the final plan are How the Town Council plan their budget to support aspirations that the community want and for the Town Council to be facilitators for aspirations that the town Council cannot control but help move forward.
- Planning policies are what examiners will be looking at. Aspirations and community actions are what the residents will be interested in.
- An issue that was raised is the image of the Town, the main entrance to the town and its appearance being shabby and poor. Introduce the centre design code. IP can word this within the plan. BDC District Councillors to discuss at future MTI meeting.
- Would like to include a list of listed buildings within the plan – Watton has over 30 listed buildings.
- IP to forward Policies to Breckland for an informal view.
- Maps are to be included in the plan – MT to send IP log in for Parish Online.
- IP will draft the next version of the plan to include the Steering group members comments and suggestions along with maps and flow charts – once done this will be circulate to members for examination.
- The Town Council will need to approve the plan for consultation. The word version of the plan will be sent to the Town Council for approval.
- In regard to the consultation process, it is recommended that an 8 page/12 page summary document be compiled and delivered to all households and businesses within the town for the end of August 2021 – It has to be demonstrate how the group has given all, the opportunity to comment on the

plan. The Plan itself will be published on the WTC website but the examiner must see that the group has made the plan available to all residents in the parish. A consultation statement is required to be submitted with the plan.

- A minimal leaflet could also be produced to show that the plan is displayed in certain areas around the town. Maybe Tesco.
- Smaller villages have worked on a library system where paper copies of the plan are available – where people can book to view the plan and make comment on it but the concern is covid – 19.
- Consultation is for a period of 6 - 8 weeks under the current COVID circumstances.
- To cater for other nationalities, it was discussed that a sentence can be included in the plan as to where it can be obtained – sentence to include Portuguese, Polish etc... there is a process of where the plan can be translated. Could put up posters in the Contract Café in town. On the TC website put the text of the plan so that it would be easier for someone to copy the text and use Google Translate.
- Working towards the date of the beginning of September 2021 to start the consultation process.
- The Town Council would need to sign off the Plan around end of July 2021
- As a Statutory process all statutory bodies such as Historic England, Natural England and neighbouring Parish council will need to be written to. List to be obtained by BDC.
- IP will host online consultation comments form.
- When the plan is ready for printing it would be good to get it printed locally.
- IP to draft the next version of the plan by end of May early June, to allow the group to look over it and get it ready for approval by the Town Council at the end of July.
- In the meantime the Steering group to look into publicity, community actions and photos (keep IP in the loop)
- MT to contact Neil Featherstone for Photos of the Town and any community consultation events that have taken place.

Next meeting date

Tuesday May 4th at 2:30pm in the Council Chamber