

Watton NP Steering Group Meeting Notes
2nd November 2021 at 2pm held in the Council Chamber at Wayland Hall

Present: Jane Fountain (JF), Pat Warwick (PW), Liz Whitcher (LW), David Dent (DD), Kathryn Stallard (KS), Ian Poole (IP)

1. Apologies
Keith Gilbert
2. NP meeting notes from October 14th 2021 were accepted
3. To finalise final draft of the plan ready for submission to the Town Council including item 4 on the agenda - To receive Feedback from informal officer consultation with Breckland

Originally it was scheduled to have the plan signed off by The Town Council at a full council meeting on November 9th, this process has been slightly delayed due to the informal review comments received from Breckland District Council (BDC).

- Informal Plan Comments and Planning Policy comments have been received by (BDC). Having received the comments there are a few concerns but due to receiving the comments today a full review has not been able to be undertaken.
- BDC will have the opportunity to formally comment on the plan at the formal consultation stage and a further opportunity when BDC consult on the plan.
- It was noted that there are many community actions in the plan but with IP previous experience, community actions are not part of the basic conditions if anything they compliments the plan by addressing community issues and planning policies.
- LW to review Informal Plan comments and make amendments to plan where necessary with MT including the addition of a Glossary.
- IP to undertake a review of the Informal Plan Policy comments and evidence, produce a report to circulate to the Steering Group Members for consideration at the next Steering Group meeting.
- IP suggested consultation could start in the first or second week of Jan 2022. Depending on outcome of the review on the policies. In the background IP will continue to get the leaflet desktop published and working on the structure of the plan including maps and photos.
- Circulate final draft plan to Town Councillors on Friday 3rd December ready for sign off on December 14th.
- IP to circulate his review of policy comments latest 11th November then the steering group to meet on 16th November.

5. To receive Presentation on Consultation of Neighbourhood Plan

IP presented a power point presentation on the Neighbourhood Planning Process and timetable (copy attached)

- MT to circulate PowerPoint presentation to Town Councillor for their Full TC meeting on November 9th.

6. To plan a physical community engagement event
As part of the Consultation process along with leaflet delivering, the plan being on display and available for viewing it was decided to hold a Drop in/Exhibition event.

- MT to investigate availability of hire for the Community Hub (CHT building).
- Looking to hold a Drop in Event/Exhibition at the Youth and Community Centre on Saturday 22nd January 2022 (**CHT building booked for 22nd January 3pm – 8pm**)
- IP will provide display boards and other materials.
- Have on display the plan with all other supporting evidence documents such as the Site Assessment, Character Appraisal, Aecom Design Code Report, results from the Questionnaire and the Open Space Assessment.
- Could provide refreshments at the exhibition.

7. To receive further reports and items for the next agenda

7.1 Flood Action Group (Hard copy report attached)

7.2 Digital Media Centre

DD gave an update on the Digital Media Centre. The DCMC project group meet regularly to determine steps and priorities for actions.

The next meeting is on Monday 8th and Jack Fulham and Andrew Holdsworth of Breckland District Council will report on the Strategic Business Case for the DCMC and planned additional market analysis and funding sources for preparing a full feasibility plan that will be undertaken by HATCH Consulting.

The project is aiming to have a fully costed feasibility plan for the end of the year and is just about on course.

The project has also received input on the design needs for podcast studios and the digital e-gaming theatre/cinema

8. Any other business

MT to email Urban Solutions - Hatch to update them on the process of the plan.

9. To set a date for the next NP meeting

November 16th at 2pm