

**ACTION POINTS FOR THE MEETING OF GREAT BARTON NEIGHBOURHOOD PLAN  
WORKING GROUP ON THURSDAY 13<sup>th</sup> JULY 2017 COMMENCING AT 7.30 PM**

Item	<u>Present</u>	Action
	<p>Parish Councillors: Philip Reeve and Ed Gibson. Local Residents: Vivien Bodnar, Cedric Pettitt, Margaret Pettitt, Adrian Graves, Darren Bullen and Jamie Gilmour. Neighbourhood Plan Clerk was Sheila Deare.</p> <p>Apologies for absence were received from Nicky Crouch, Roger Curtis and Roger Davison.</p>	
1	<p><u>Action Points</u> The Action Points for 6<sup>th</sup> June 2017 were agreed.</p>	
2	<p><u>Outstanding Action Points</u> The notes on the meeting at the school and the presentations used at the Drop-in session to be placed on the website have not been produced by NC. SD to follow this up.</p>	SD
3	<p><u>Questionnaire</u> The sub group had met and made minor adjustments to the Questionnaire. PR had not circulated as he needs software to upload and ensure that it is up to date. The number of questions in Part 2 has been reduced by 2 to 16. The Vision has been discussed and will be in the questionnaire in a form. It will be looked at in the context of previous comments and passed back to the sub group. At a meeting on 25<sup>th</sup> July it will be agreed and sent to the printers if we have a grant. The latter should be agreed by 31<sup>st</sup> July. The opening statement is</p> <p>'Dear Neighbour</p> <p>Thank you for taking the time to read this questionnaire.</p> <p>The Neighbourhood Plan is a document that is written by the community and for the community. Your response to this questionnaire and the responses of those that live with you are vital in achieving this. Together, we can ensure that the Plan delivers the things needed to keep our community great and make it even better for the future.</p> <p>We want to hear from everyone in your household including children. We believe that everyone's opinion is important.</p> <p>[instruction text to follow after this opening statement]'</p> <p>It may be amended according to further comments. The Distribution Pack will also be agreed at this meeting to be explained on the 6<sup>th</sup> September to the 30/35 distributors, although the dates for distribution have not been formalised.</p> <p>The proposals are 9 &amp; 10 Sept Distribution W/c 15 Sept 1st Collection</p>	SD

**ACTION POINTS FOR THE MEETING OF GREAT BARTON NEIGHBOURHOOD PLAN  
WORKING GROUP ON THURSDAY 13<sup>th</sup> JULY 2017 COMMENCING AT 7.30 PM**

	<p>W/c 22 Sept 2<sup>nd</sup> Collection End Sept Collection complete Every printed copy will have 6 unique codes for on-line entry which is to be encouraged. The questionnaire will be trailed on the website to prepare people for it and VB will prepare the material explaining the grant application and the proposed dates and how with online completion it can be done in stages. Details of data input of the hard copies has not been decided but SD will check 10% to ensure accuracy. It was decided that an event to launch the Questionnaire was not appropriate but an event to show the results should be considered.</p> <p>4 <u>Housing Needs Survey</u> It is planned to do this at the same time but it must be decided with CAS whether all the questions are needed.</p> <p>5 <u>Update on Consultancy Support and Grant</u> EG said that he was waiting for references and that Parish Council approval was needed but if the grant was agreed the consultant could start work on 1<sup>st</sup> August. An application for just under £9 000 was made at the end June. Whether a Grant and Technical Support would be given seems likely as NC had been asked to have a telephone conversation with the Technical Support Team. The outcome should be known by 31<sup>st</sup> July.</p> <p>6 <u>Neighbourhood Plan Budget</u> SD will liaise with the Parish Clerk to decide how all details of the budget for the Neighbourhood Plan, whether it is Grant money or not will be recorded.</p> <p>7 <u>Update from Parish Council on related issues</u> Consideration is being given to re-positioning the crossing on the A143 to near the Forge area to reduce the air pollution. A housing application is being considered on 20<sup>th</sup> July for 7 homes on the area near the Forge Bungalows and School Road. In Thurston 5 planning applications for 800 homes are being considered and if they are approved, and this seems likely for the majority, this will have a great effect on traffic in the area and in particular the Bunbury Arms junction. SD will prepare a map of the area including Risby, Thurston, Stanton and Ixworth showing proposed housing developments</p> <p><u>Date of next meeting</u> This will be Thursday 10<sup>th</sup> August 2017. EG will let the consultant know the dates of future meetings if he feels that attending would be a good use of his time.</p> <p>.....Sign &amp; Date</p> <p>.....Print Name.</p> <p>CHAIR Signed as confirmation that they are a true record.</p>	<p>VB</p> <p>SD</p> <p>SD</p> <p>EG</p>
--	--	---

**ACTION POINTS FOR THE MEETING OF GREAT BARTON NEIGHBOURHOOD PLAN  
WORKING GROUP ON THURSDAY 13<sup>th</sup> JULY 2017 COMMENCING AT 7.30 PM**