

**ACTION POINTS FOR THE MEETING OF GREAT BARTON NEIGHBOURHOOD PLAN
WORKING GROUP ON THURSDAY 13TH JUNE 2019 COMMENCING AT 7.30 PM**

Item		Action																		
	<p>Working Group Members Present: Parish Councillors: Philip Reeve. Local Residents: Vivien Bodnar, Darren Bullen, Nicky Crouch, Roger Curtis, Roger Davison. Neighbourhood Plan Consultant: Ian Poole. Neighbourhood Plan Clerk: Sheila Deare.</p> <p>Apologies for absence were received from Ed Gibson, Jamie Gilmour, Adrian Graves, Margaret Pettitt.</p>																			
1	<p><u>Action Points</u> The Action Points for 9th May 2019 were agreed and signed.</p> <p><u>Outstanding Action Points</u></p> <table border="0"> <tr> <td data-bbox="252 712 384 745">Mar 2017</td> <td data-bbox="528 712 1118 790">Feedback on the Den - document is to be produced for website.</td> <td data-bbox="1201 712 1246 745">NC</td> </tr> <tr> <td data-bbox="252 824 384 857">Apr 2017</td> <td data-bbox="528 824 1166 902">Feedback from event at GB Primary School - Notes to be produced notes for the website.</td> <td data-bbox="1201 824 1246 857">NC</td> </tr> <tr> <td data-bbox="252 936 384 969">Aug 2017</td> <td data-bbox="528 936 1134 1115">A map of the area showing proposed housing developments in the vicinity of the Parish to be prepared. <i>To complete new version – Ian Poole to liaise with Sheila Deare</i></td> <td data-bbox="1201 936 1278 969">SD/IP</td> </tr> <tr> <td data-bbox="252 1160 384 1193">Dec 2017</td> <td data-bbox="528 1160 1134 1238">Feedback on May Day event - document is to be produced for website.</td> <td data-bbox="1201 1160 1246 1193">NC</td> </tr> <tr> <td data-bbox="252 1272 384 1305">Jan 2019</td> <td data-bbox="528 1272 1086 1350">Investigate the data about website visits using Google Analytics</td> <td data-bbox="1201 1272 1246 1305">SD</td> </tr> <tr> <td data-bbox="252 1384 384 1417">Feb 2019</td> <td data-bbox="528 1384 943 1417">Updating the Website content</td> <td data-bbox="1201 1384 1294 1417">SD/VB</td> </tr> </table>	Mar 2017	Feedback on the Den - document is to be produced for website.	NC	Apr 2017	Feedback from event at GB Primary School - Notes to be produced notes for the website.	NC	Aug 2017	A map of the area showing proposed housing developments in the vicinity of the Parish to be prepared. <i>To complete new version – Ian Poole to liaise with Sheila Deare</i>	SD/IP	Dec 2017	Feedback on May Day event - document is to be produced for website.	NC	Jan 2019	Investigate the data about website visits using Google Analytics	SD	Feb 2019	Updating the Website content	SD/VB	
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2	<p><u>Update on Housing Needs Survey/Design Codes Consultancy</u> PR and VB had met with Community Action Suffolk and had provided them detailed comments on the Housing Needs Survey Report. CAS undertook to review the report and amend accordingly by mid-June. The report is not for publication. However the key points will be extracted and a summary made available on the NP Website.</p> <p>VB and PR had met with AECOM and shown them round the Parish and AECOM were to walk round the Triangle area. The draft AECOM report of the Triangle and Design Codes should be complete by the end of June.</p>	PR/VB																		
3	<p><u>Confirmation of Heritage Assets</u> The suggested list of assets were reviewed one at a time to decide what should be included. The undecided properties will be viewed by members and their opinions fed back to VB by 20th June 2019.</p>	PR/NC RC/DB VB																		

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	<p>The Owners of all the agreed properties will be sent a letter by SD notifying them of the intention to include their property in the NP as a Local Heritage Asset and inviting them to send any comments to the Neighbourhood Plan Clerk by email or by post.</p>	SD
4	<p><u>Draft Neighbourhood Plan</u> The June draft had been circulated to members of the NPWG in advance of the meeting. VB, JG and PR had circulated their comments in advance of the meeting and some of the comments were discussed. It was agreed that any further comments on the draft NP should be sent to VB by Thursday 20 June 2019. VB will then review all comments and amalgamate them into one document for IP, resolving any differences where possible and identifying any areas that need further discussion or the benefit of IP's professional advice.</p> <p>It was agreed that the front page should show the Great Barton Village Sign. Additional photos are needed to illustrate the plan. SD will review the ones that AG has already provided and will identify any more that may be required.</p> <p>There may be a need for an editorial group meeting after the AECOM report is received.</p>	<p>All</p> <p>VB</p> <p>SD</p> <p>VB/NC IP/PR</p>
5	<p><u>The Triangle</u> The possibility of a small part of the Triangle being set aside for self-build properties was discussed. The question was raised by AECOM when they met PR and VB. It was agreed that PR should contact AECOM to confirm that this was an option they could consider. However there were concerns that self-build may not be able to generate the finances necessary to secure additional community facilities on the site.</p> <p><u>Date of next meeting</u> The next meeting will be on Thursday 11th July 2019 at 7.30 pm</p> <p>.....Sign & Date</p> <p>.....Print Name</p> <p>CHAIR Signed as confirmation that they are a true record.</p>	PR