

**ACTION POINTS FOR THE MEETING OF GREAT BARTON NEIGHBOURHOOD PLAN
WORKING GROUP ON THURSDAY 12TH SEPTEMBER 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, Ed Gibson and Jamie Gilmour. Neighbourhood Plan Consultant: Ian Poole. Neighbourhood Plan Clerk: Sheila Deare. Apologies for absence were received from Adrian Graves and Roger Davidson.</p>																
1	<p><u>Action Points</u> The Action Points for 11th July 2019 were agreed and signed.</p> <p><u>Outstanding Action Points</u></p> <table border="0"> <tr> <td data-bbox="252 678 395 712">Mar 2017</td> <td data-bbox="528 678 1121 745">Feedback on the Den - document is to be produced for website.</td> <td data-bbox="1201 678 1249 712">NC</td> </tr> <tr> <td data-bbox="252 790 395 824">Apr 2017</td> <td data-bbox="528 790 1169 857">Feedback from event at GB Primary School - Notes to be produced notes for the website.</td> <td data-bbox="1201 790 1249 824">NC</td> </tr> <tr> <td data-bbox="252 902 395 936">Aug 2017</td> <td data-bbox="528 902 1137 1081">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 902 1281 936">SD/IP</td> </tr> <tr> <td data-bbox="252 1126 395 1160">Dec 2017</td> <td data-bbox="528 1126 1137 1193">Feedback on May Day event - document is to be produced for website.</td> <td data-bbox="1201 1126 1249 1160">NC</td> </tr> <tr> <td data-bbox="252 1238 395 1272">Feb 2019</td> <td data-bbox="528 1238 946 1272">Updating the Website content</td> <td data-bbox="1201 1238 1297 1272">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	Feb 2019	Updating the Website content	SD/VB	
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2	<p><u>Grant Update</u> PR reported that the results of the third application for £8189.50 should be known next week. PR was hopeful that the application would be fully funded.</p>																
3	<p><u>Update on AECOM Design Codes Consultation</u> AECOM had sent the proposed plan for The Triangle the day of the meeting but with no other documentation to explain it. Whether it met the residents aspirations was discussed and the following points raised: It should be more organic to reflect the nature of the village. There should be one access from Mill Road. It may be helpful to have an access from the A143. The access from Mill Road on the North-West of the site is too close to a blind bend. The open spaces should be more central. Should the houses back onto Mill Road and should they be closer to it to allow more open space in the centre. The positioning of the facilities at the edge may not be desirable as it may create more traffic issues along School Road.</p>																

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	<p>Consideration should be given to locating the facilities to the centre of the site along with the playground and open space to create a Village green hub. The amount of detail ie each individual property is not necessary at this stage. As IP is liaising with AECOM on other Neighbourhood Plans with similar issues he offered to raise these matters on behalf of the NPWG with AECOM. When the final AECOM report is received a meeting with Suffolk County Council will be necessary.</p>	IP
4	<p><u>Neighbourhood Plan Policies</u> VB has presented the Policies at the Parish Council Meeting in July and there had been no adverse comments from members. The policy about the size of gardens should state that each should reflect the size of the property but state no minimum size. IP to draft the policy. IP will look at the policy on Woodland areas to see if it needs to be strengthened.</p>	IP IP
5	<p><u>Draft Neighbourhood Plan</u> At their next meeting the Parish Council will discuss the action that they will take about the fact that 2 Green Spaces in Conyers Green are not registered. SD will draft letters to be sent out by the Parish Clerk to owners of Green Spaces to advise of the proposal to designate them. A volunteer has been found who will access the properties on the draft Heritage Assets list for their suitability for inclusion. NC will contact him with the details of criteria and properties. SD has full postal addresses of the properties affected. The area of both The Park and Hall Park need to be defined to ensure that the policies are correctly applied. It is hoped there will be the draft will be completed before the end of the calendar year.</p>	SD NC IP IP
6	<p><u>Documentation Required for Public Consultation</u> IP advised that the following documents will need to be available: AECOM Report Results of Housing Survey List of Heritage Assets (if applicable) List of Green Spaces. Basic Conditions Statement An exhibition in the Village Hall will be necessary with copies of the reports including 12 NPs which can be loaned out and returned. Comments forms will be available and identical ones will also be online, which IP will arrange. The group will be advised by IP on responding to comments from residents and IP will deal with the public bodies.</p> <p><u>Date of next meeting</u> The next meeting will be on Thursday 10th October 2019 at 7.30 pm</p> <p>.....Sign & Date</p> <p>.....Print Name</p>	IP

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	CHAIR Signed as confirmation that they are a true record.	
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