

Swaffham Bulbeck - Neighbourhood Plan Steering Group - Wed. 21st October 2020

Meeting themes based on the objectives and policies for the NP forwarded by Rachel Hogger, planning consultant, prior to the meeting.

In attendance: Sue Romero (SR - Chair), Mark Bretscher (MB), Margaret Chadwick (MC), Laurie Friday (LF), Tim Harvey Samuel (THS), Guy Marsden (GM), Sally Pearson (SP), Peter Raby (PR), Mary Smith (MS), John Trapp (JT)

Also present: Rachel Hogger (RH - Modicum Planning Ltd.), Brian Wegg (BW - meeting notes)

1. Clarification that the proposed development on the Cemetery/Pony Field will be community led - RH noted that in the event of the scheme being approved, one option for the NP is to redefine development envelope to incorporate this. The steering group agreed with the principle of doing this through the NP. Further discussion and agreement would be needed from the group before agreeing the exact boundaries.

2. The steering group confirmed that they wished to identify all the open spaces around the village.

[ACTION 1: RH to send SR a template for listing all open spaces] - carried out

ACTION 2: SR to fill in the template and circulate to the Steering Group for additions/amendments

3. SR and JT described the importance of the village school as a social and cultural focus. RH reminded the group that a planning policy can only spring into action when a planning application is put forward so was seeking an understanding as to how the NP could best reflect the group's intention through a planning policy. It was noted that because it was used by the community for other activities the school can be defined as a community asset and a policy could define a housing mix which would best attract families that would support the village primary school. **ACTION 3: THS/SP to forward a note with regard to the response from estate agents on the demand for housing types.**

4. The Steering Group needs to gather firm evidence on housing need - sources will include ECDC, Housing needs survey, CLT list.

5. Awareness to be raised on the process for registering for shared ownership and affordable housing. **ACTION 4: RH to forward a note clarifying the process. ACTION 5: PC and CLT websites and Beacon to be used to raise awareness. Explore the possibility of including more localised criteria for the priority allocation of housing. ACTION 6: Set up discussions with Angela Parmenter, ECDC Housing and Community Safety Officer**

6. **[ACTION 7: SR to forward a copy of the map illustrating housing density across the village.] - carried out**

7. **[ACTION 8: SR to forward a copy of Community Pavilion development plans] - carried out**

8. **ACTION 9: RH to send a copy of the Village Vision included in the Local Plan for the Steering Group to comment on**

9. Aspects of sustainability were considered and it was concluded that this would be in a policy under climate change and mitigation.

10. The parish wide aspect of the rural landscape would be strengthened using LB-W's reports.

11. RH outlined the report structure as follows:

- Introduction
- Factual parish description
- Key issues and challenges
- Vision and objectives

- Planning policies

12. **ACTION 10: SR** to compile a Steering Group jobs list

13. First draft (with gaps!) available by the end of November 2020

bw 22-10-20