



ATTLEBOROUGH TOWN COUNCIL

Town Hall, Queens Square, Attleborough, Norfolk, NR17 2AF
Tel: 01953 456194 - email: enquiries@attleboroughtc.org.uk

ATTLEBOROUGH NEIGHBOURHOOD PLAN COMMITTEE

**Minutes of the meeting of the
Attleborough Neighbourhood Plan Committee
held on Monday, 19 November 2018 at 5.30 pm in the Town Hall**

Present:

Cllr R Bond Cllr V Dale Cllr T Crouch
Cllr E Tyrer Dist. Cllr Stasiak Cllr B Bulmer
In attendance – Gina Lopes – Chief Executive Officer and Town Clerk
Trisha Drewery – Clerk's Assistant (minute taker)
8 x public

040.18) Apologies for absence

All members present

041.18) Declarations of Interest

a) To consider declarations of interest in respect of items below – None received.
b) To receive any requests for dispensation of Disclosable Pecuniary Interest – None received.

042.18) Public Participation

RESOLVED that the meeting be adjourned to allow the public to speak –
Please see “Public Participation Notes” attached.

043.18) Minutes of the Attleborough Neighbourhood Plan Committee Meeting held on 15 October 2018

The minutes of the Attleborough Neighbourhood Plan Committee Meeting held on 15 October 2018 were noted.

044.18) Attleborough Neighbourhood Plan

a) Proposal for Phase One of Design Guide Quotation and Proposals: -

A short discussion took place; points included: -

- Alison Farmer, Principal, Alison Farmer Associates has worked on several design assessments for Neighbourhood Plans as well as in National Parks and has previously worked with Core Connections.
- The aim of this phase will be to undertake a quick landscape character assessment and develop initial ideas for a landscape framework to help direct and shape future development and ensure successful placemaking.
- This appointment was informally approved for Liz Wrigley, Consultant, by those Members present at the last meeting.

On the motion of Cllr Dale, seconded by Cllr Crouch it was **RESOLVED** to accept the quotation for Phase 1: Alison Farmer, Landscape Planner at a cost of £4,000 and for Liz Wrigley, Consultant to work with Alison Farmer at a cost of £2,900 excluding VAT and expenses.

b) December Open Day

A short discussion took place; points included: -

- The date is planned to take place on Saturday 8 December 2018 between 11.00 am to 15.00 pm.
- This is an opportunity for sharing of information regarding progress and to update residents regarding the status of the Attleborough Neighbourhood Plan; not as a public planning consultation which took place prior to the Referendum in November 2017.
- Liz Wrigley, Consultant and Ian Barclay, Sports Consultant will attend to answer any questions, however, Phil Doyle, Play Consultant is unavailable.
- Other Interest and Community Groups have been invited to participate.
- Members were invited to attend to 'feed in' to the day.
- Cllr Tyrer made some suggestions for the framework of the day; the CEO thanked him advising the timeframe is extremely short.

ACTION: CEO

045.18) S106/SUE

a) Cllr John Williams email

- Cllr Dale stated she agreed with Cllr Williams statement that Gaymers Meadow and the additional field would not be large enough for a Sports Hub 'with all that's being planned'.
- Cllr Tyrer stated that Gaymers is an important element for Sports provision within the Attleborough Neighbourhood Plan.
- It was suggested the Attleborough Neighbourhood Plan look at Sports Provision in the new year following the December Open Day as the SUE is within that.
- The £50,000 Commercial Sports Feasibility Study by Breckland District Council was briefly discussed; the CEO advised she has heard Breckland District Council have sent this out to Tender. The CEO was requested to obtain a copy of the brief from Breckland District Council.

ACTION: CEO

b) Update

- The CEO and Liz Wrigley, Consultant have met with Mr Neil McShane, Attleborough Academy Principal to touch base regarding the indoor sports hub.
- Mr McShane agreed to send an 'in principle support letter'. Liz Wrigley has agreed this with Jane Blackwell at Norfolk County Council and agreed support for a shared Community/School Facility, the letter has not yet been received.
- Mr McShane is happy to work with Mr Ian Barclay, Sports Consultant on necessary provision and Developer contribution, to address Sports England objections for lack of sports provision within the SUE.
- Is awaiting a response from Mr Andrew Bingham, East Harling Drainage Board regarding the Linear Park.
- Continues to struggle to set a date for a SUE/S106 meeting with Mr Simon Woods, Case Officer, Breckland District Council who had offered a date for the meeting but is now not available.

- Is awaiting a response from the Breckland District Council Case Officer regarding the S106 for the Avant Homes Development, Ref No. 3PL/2017/1615/D, as discussed at the last Planning and Highways Committee Meeting.
- Cllr Bond requested Dist. Cllr Stasiak assist with taking the SUE/S106 meeting forward with the Senior Officers at Breckland District Council and to chase Carl Griffiths, Case Officer for an urgent response to the CEO pertaining to the Avant Homes Development S106 Agreement.

ACTION: Dist. Cllr Stasiak

- Cllr Bond requested there be a standing item on the Agenda for 'Interest Groups' and that representatives be invited on rotation, to either send in a report or attend the meeting.

ACTION: CEO

046.18) Date of Next Meeting

17 December 2018

Meeting closed at 5.55 pm

Public Participation Notes

The Chairman invited members of the public to speak and points raised included the following:

- Resident requested an additional public participation section at the end of the meeting.
Councillors reminded those present that the public participation is not itemised for discussion with residents; rather for members of the public to ask questions pertaining to Agenda items.
- Same resident spoke of his awareness that a closed meeting had taken place with Attleborough Neighbourhood Plan Committee Members and George Freeman, MP; asking members whether there was a date arranged for an open meeting.
Councillors responded the Town Council will be arranging a meeting in the New Year, following on from the December Open Day.