



ATTLEBOROUGH TOWN COUNCIL

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ATTLEBOROUGH NEIGHBOURHOOD PLAN COMMITTEE

Minutes of the meeting of the Attleborough Neighbourhood Plan Committee held on Monday, 15 July 2019 at 5.30 pm in the Town Hall

Present:

Cllr E Tyrer – presiding
Cllr T Crouch Cllr V Dale Cllr D Redmond
Cllr T Taylor Cllr P Leslie Cllr A Westby
Cllr W Loades
In attendance – Gina Lopes – Chief Executive Officer and Town Clerk
Trisha Drewery – Clerk’s Assistant (minute taker)
7 x public

010.19) Apologies for absence

Cllr B Bulmer - Other commitments

011.19) Declarations of Interest

a) Declarations of interest received: -

None received.

b) To receive any requests for dispensation of Disclosable Pecuniary Interest

None received.

012.19) Public Participation

RESOLVED the meeting be adjourned to allow the public to speak, see “Public Participation Notes” attached

013.19) Minutes of the Attleborough Neighbourhood Plan Committee Meeting held on 17 June 2019

The minutes of the Attleborough Neighbourhood Plan Committee meeting held on 17 June 2019 were noted.

014.19) Attleborough Neighbourhood Plan; Projects List

a) Priorities; Cllr Tyrer to report

- Cllr Tyrer informed Members he has yet to update the projects list due to his time constraints; stating he wanted to take this forward as soon as possible. Cllr Tyrer will update the projects list in a similar format with some additions to show a clear plan as a monitoring tool for each project.
- Noted Cllr Bulmer has sent some suggestions in for Members consideration.

ACTION: Cllr Tyrer to update the Project List and circulate to the CEO and Members for resolution at the next meeting.

b) SUE/S106; Next Meeting Date

- Awaiting confirmation regarding the next date for the SUE/S106 meeting from Mr Simon Woods, Director of Planning and Building Control, Breckland District Council.
- Simon Woods, Breckland District Council and Robert Campbell, Norfolk County Council could be invited to a future ANP Committee meeting following the update of the Priorities List.

015.19) Youth Advisory Board Representation

Members hope to have some representation from the Youth Advisory Board as it will give a different dimension to the ANP Committee.

Noted the Academy are also keen to assist with projects throughout the Town; it was suggested the students could take part in consultations to bring back to the Town Council. The Projects List will identify areas for potential involvement.

Cllr Tyrer requested Members send in suggestions as to how younger residents could be involved.

On the motion of Cllr Tyrer, seconded by Cllr Dale, it was **RESOLVED** to change the running order of the Agenda.

016.19) Community Groups

A lengthy discussion took place; points included:

- The Attleborough Neighbourhood Plan should be community driven.
- The need to re-engage with the Community Groups.
- It was queried how the Town Council could enable community groups to work alongside them whilst adhering to the necessary governance procedures within the committee Terms of Reference.
- Transparency regarding the projects is essential; it was suggested this could be done by uploading the Project List onto the Town Council website following an update.
- The pathway of projects not listed in the Neighbourhood Plan was queried. Any project can be considered as long as any group adheres to the legal responsibility of the Town Council/Governance procedure.
- It was suggested there be an open forum every third meeting to enable members of the community and interest groups to have input.
- It was queried whether the Masterplan for London Road had had a public consultation and been advertised on the Town Council Website and confirmed both these actions had taken place at the time.

017.19) Public Participation

RESOLVED the meeting be adjourned to allow the public to speak, see "Public Participation Notes" attached. (*Duration 8 minutes*)

018.19) Attleborough Neighbourhood Plan; Update for Newsletter

A short discussion took place; points included:

- The next edition of the Newsletter would be a good opportunity to update residents on the progress of the Attleborough Neighbourhood Plan.
- It was suggested the ANP Committee focus on one project at a time to inform resident's how this is progressing.
- Future newsletters could advertise coming events.
- Cllr Tyrer invited Members [and members of the public] to send in their suggestions for the newsletter.

ACTION: Cllr Tyrer to do a draft article on the progress of the Neighbourhood Plan for the next edition and send to the CEO.

019.19) Correspondence

a) **Old Buckenham Resident's email:** - Noted for information

020.19) Public Participation

RESOLVED the meeting be adjourned to allow the public to speak, see "Public Participation Notes" attached. (*Duration 10 minutes*)

Meeting closed at 6.30 pm

Public Participation Notes:

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

- Resident queried whether the Town Council has any intent to employ someone in a permanent position to deliver the projects within the ANP Committee.
- Resident made some suggestions as to how Members could utilise community groups.
- Resident queried whether any other Member would attend with Cllr Tyrer a meeting with the Academy taking place on Saturday 6 July; stating transparency is essential with to Cllr Tyrer's direct Interest as an Academy Governor.
- Resident queried what the public participation section entailed regarding how they could interact with Members during meetings. Resident was reminded the Town Council has to adhere to correct governance procedures.
- Resident made some suggestions as to how future meetings could involve the public. The CEO responded with her previous suggestion that every third meeting be an open public forum.
- Resident suggested representative from Breckland District Council could be invited to a meeting to discuss the current status of the Attleborough Development Partnership. Norfolk County Council or even Developers could be also be invited to future meetings.
- Resident queried disability access on Gaymers Meadow. Cllr Tyrer confirmed disability access will be considered within the Master Plan project. Resident was reminded by Cllr Tyrer that she can contact any individual councillor with issues she may have for them to be put forward as a suggestion for consideration at a Town Council meeting.