

Blakeney Neighbourhood Plan

Minutes of the Steering Group Meeting

Date: Monday 2nd July 2018

Time: 18.30 - 20.30

Location: Parish Council Office, Village Hall, Langham Road, Blakeney.

Present: Sam Curtis (SC) Tom Green (TG)
 Jenny Girling (JG) Helen Horabin (HH)
 Rosemary Thew (RT) Shaun Vincent (SV)
 Joanna Dawson (JD) Margaret Benson (MB)
 Jane Armstrong (JA)

Agenda

1. Apologies for absence.

John Seymour, Don Glaister and Alban Donohoe.

Did not attend - Iain Wolfe.

2. Declarations of interest.

Jane Armstrong.

3. Minutes of the meeting held on 18th June 2018.

Acceptance of the Minutes was proposed by Rosemary Thew and seconded by Margaret Benson. They were initialled and signed by Sam Curtis..

4. Matters arising from the Minutes.

Point 7 - SV is in the process of producing the material for the Event.

Action : SC to send information from the completed Questionnaires to SV so that SV can produce diagrammatic representation for display at the Community Event.

Point 8 - The article has been published in the July edition of the Glaven Valley Newsletter and the Vision and Aims have been put onto the Parish Council website.

Action : SC to give a copy of the July edition of the GVN to SV.

5. Newsletter Edition II.

SV had circulated two draft versions of the proposed Newsletter to Steering Group members prior to the meeting for discussion at the meeting. The members who had sent apologies to the meeting had forwarded their views to the Group.

The merits of each draft were discussed and agreement made on the design and content of the Newsletter that will be printed and then distributed to every property in Blakeney.

Action : SV to rework the design of the Newsletter as agreed and circulate to the Steering Group prior to sending to the printers. 800 copies will be printed.

Action : HH to email the Steering Group members with their delivery area and the approximate number of copies of the Newsletter they will require.

Action : the Newsletters will be delivered to properties in Blakeney around the 21st July, a week before the Community Event.

6. Strategic Environmental Assessment (SEA).

SV gave a verbal and visual presentation to the Group to enable us to better understand the issues around the SEA.

In brief...

...an SEA is a tool used internationally to improve the environmental performance of plans so that they can better contribute to sustainable development.

...an SEA can be a stand-alone document or be part of a Sustainability Appraisal (SA).

The Neighbourhood Plan Steering Group will be asking North Norfolk District Council (NNDC) for a Screening Opinion as to whether an SEA is required for Blakeney.

The decision, following a vote, was that, if an SEA is required, the Steering Group will ask NNDC to undertake the SEA.

7. Next meeting Monday September 3rd, 6.30 - 8.30pm.

******* Please note that the meeting planned for 23rd July 2018 has been cancelled. *******

8. Any Other Business.

1. The Community Event to be held on 28th July 10am - 2pm.

Presentation Boards will show...

...the 5 themes, discussed at the NPSG meeting on 18th June 2018, for attendees to rate. There will be space for more ideas/ statements to be added.

...the Vision and Aims of the Neighbourhood Plan.

...the progress to date and a time-line of the NP process.

...a map of Blakeney identifying proposed and allocated sites (subject to ratification) for development taken from NNDC's Local Plan.

...the results of the Questionnaire.

There will be a rolling presentation on the large screen showing the feedback and results from the first Community Event and data being collected ie Demographics.

Actions :

ABZAG will set up the Village Hall from 8am on the morning of the Event.

SV to arrange name badges for Steering Group members who are able to attend.

Steering Group members to arrive at 9.30am to be ready for a 10am start.

Refreshments will be provided by MB, TG and HH. MB to bring milk, sugar and biscuits. HH to bring coffee and teabags.

HH to invite Karen Ward, District Councillor, to the Event.

SV to check whether attendees can sign in on a list or if there should be individual sheets of paper.

2. A member of Blakeney Harbour Association (BHA) had contacted SC regarding Aim 7 - maintaining a navigable port in Blakeney. It was agreed that as DG is a member of the BHA and a Steering Group member he is in a good position to liaise between the two.

The meeting closed at 8.25pm.