

Meeting Number	40
Date Of Meeting:	31 st January 2017
Location:	Brigstock Village Hall
Purpose Of Meeting:	Committee meeting
Minutes Prepared By:	Nigel Searle
Date & Location Of Next Meetings:	Tuesday 21 st February, 7.30pm. 2017 Brigstock Village Hall meeting room
Attendees:	M D Smith, M Smith, C Allen (Chair), N Schofield, S Brown, N Searle, S Wilks, Colin Wilkinson
To be notified	Mike Burton– ENC Planning. Colin Wilkinson - Consultant
Copies to:	Committee members, Parish Councillors plus Website and those expressing an interest

Item No	Subject
40.01	<u>Public Forum</u> None
40.02	<u>Apologies</u> L Spencer sent her apologies which were accepted
40.03	<u>Declaration of interests</u> CA declared an interest regarding the specific issue of site selection and the land at the rear of Woodyard Close.
40.04	<u>Minutes of the previous meeting (39)</u> They were approved and signed as a true record of the meeting
40.05	<u>Outstanding Actions</u> Chair reviewed the outstanding actions from previous meeting. 39.06iiii Question 5 which permits auto sequential fill needs to be corrected. CW informed the meeting It is not possible to make this change.
40.06	<u>Review</u>
40.06i	<u>Questionnaire</u> Village Shop agreed to have box to collect returns. SB e-mailed paper copy with font reduced to 10point which enabled a 4 sided A4 document 3 sides text and one map. There was concern as to if the document was too wordy. Copy to go to Juliet Mumford for her opinion ACTION SB . It was agreed that the e-and hard copy should be the same.

40.06ii	Questionnaire to be posted to those in parish who do not receive a hand delivered copy
40.06iii	<u>Q/A</u> signed off.
40.06iiii	<u>Envelope</u> signed off.
40.06v	<u>Update on developers</u> CW spoken with Stanion Road site developers who are OK for the meeting. Kier Homes Woodyard site (East) OK for meeting. Woodyard site (West) there are issues. Lyveden Road site, Grace Homes have an interest. There is a question, should the Grafton Road site be included as a development site.
40.06vi	ACTION CW to draft a letter to all potential site owners/developers which will be circulated from the parish council regarding the public meeting ACTION NJS . Included in the correspondence will be a request for them to give an outline of the proposed development area of the site to be developed and the proposed outline housing mix and approximate delivery timeframe of the site.
40.07	<u>Set New Priorities/Actions</u>
40.07i	NPS to update the Project Plan and establish the realistic timescales for adoption of the NP ACTION NPS
40.07ii	Developers to provide outline of proposal by 21 st march so they can be included on the map with the questionnaire.
40.07iii	CW Cannot attend the 23 rd April meeting. The hall has been booked and the public drop-in session will be between 3 and 5, with the hall open for developers to set up from 2 o'clock
40.07iiii	Gaps in plan to be identified CW ACTION and allocate (next meeting) so the plan excluding development sites can be completed as a final draft.
40.07v	CW ACTION to send OS map to NPS so the proposed buffer zone can be added. NPS ACTION
40.07vi	NPS to speak with Ed Norris at ENC regarding the provisioning of maps for the plan ACTION NPS
40.07vii	Agenda for next meeting to review village boundary and buffer zone NJS ACTION

40.08	<u>Accounts</u>
	£1,489:12 remaining of grant funding still available. ACTION CA/NJS to have meeting regarding remainder of grant funding
40.09	<u>Correspondence</u>
	Nothing to report
40.10	<u>AOB</u>
	It was noted that the Camp site was up for sale
	It is anticipated that the parish council will have to have an extraordinary meeting in August to sign off the plan
40.11	<u>Date of next meeting</u>
	Tuesday 21 st February 2017 in the village hall meeting room @ 7.30pm.