

Loddon and Chedgrave Neighbourhood Plan (LCNP) Steering Group Meeting

Held on Wednesday 26th May 2021, 7.00pm at the Loddon Library Annexe Rear Hall

Minutes

Present: Jane Hale (Chairman), Richard Ball, Daniel Cox, Pat Holtom, David Johnson, John Scent, Oscar Servant, Jo Sinfield, Dave Tarry, Heather Tew, Sophie Waggett.

In attendance: Georgina Hirst.

Apologies: Colin Gould (Vice-chairman).

1. Introductions

New volunteers, Heather Tew, Oscar Servant, John Scent and Pat Holtom gave a quick introduction explaining their interests / knowledge / experience / affiliations relevant to the Neighbourhood Plan.

2. Apologies

Listed above.

3. Terms of Reference for LCNP Steering Group

JH and CG still need to meet to work on the Terms of Reference. Item deferred to next meeting.

4. Minutes of the meeting held 28/04/2021

The minutes were agreed as an accurate record.

5. Commissioning a Consultant

GH reported that 11 consultant companies have been approached with an initial enquiry to establish their availability, interest and any conflicts of interest. Three noes were received in reply. A second letter requesting a proposal for project management with a staged approach and fees will be sent to the companies that replied yes.

PH will contact Community Action Norfolk for information about NP consultants.

6. Community, Local Business and Stakeholder involvement

Steering group members completed a post-it exercise asking three questions:

1. What should be included in the Vision for the Loddon and Chedgrave Neighbourhood Plan?
2. What topics / themes / issues should be included in the Neighbourhood Plan?
3. Which groups, organisations and stakeholders need to be included?

The responses are collated in a spreadsheet, attached to the minutes. The responses will be incorporated into the consultant interviews.

Local businesses are identified as a gap in the steering group, although there is representation from the Loddon and District Business Association. HT will talk to larger businesses in Loddon and Chedgrave.

JS will send the link to the Loddon Eye business group list, which identifies many of the local smaller, home-based businesses.

7. Designation of Neighbourhood Area Application

Responses from the steering group to question 3 above will be fed into the Consultee List to be sent to SNC.

8. Communication / Promotion

9. Funding

DJ requested that the amount of funding to be contributed by each Parish Council is clarified and confirmed.

10. Any other business

None

11. Date and time of next meeting

Wednesday 23rd June 2021, 7.00pm

Meeting closed at 8.15pm