**Chelmondiston Neighbourhood Development Plan (CNDP)**

**Meeting:** CNDP Steering Group\*

Michael Wellock (MW - for Kirkwells - Planning Consultants)

**Date:**  Thursday, 6th September

**Location:** St Andrews Church Hall, Chelmondiston

**Ref:** Project Progress

**\* Steering Group:** John Deacon (JD), Philip Evans, (PE), Rosie Kirkup (RK), Johnathan Rapley (JR), Nathan Waller (NW), Peter Ward (PW), Christine Webb (CW). [Sarah Markham, absent.]

**Main Points Discussed/Agreed**

**1. Progress**

MW has produced two draft documents since the last meeting:

* *CNDP - Planning Policy Background and Evidence Base Review, July 2018*
* *CNDP 2018-2031 - Discussion Draft, September 2018*

Most of the meeting was spent discussing these two documents, the second of these in particular.

**2. Evidence Base Document**

There are some outstanding factual questions and some clarifications that the Steering Group requested should be addressed. **Actions:** RK to send MW a list of these; MW to review and subsequently input to the draft document.

**3. Discussion Draft**

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| **Section No** | **Status** |
| **Section 1** | Agreed |
| **Section 2** | The Discussion Draft requires a Purpose or ‘Vision’ Statement. Some ideas were tabled. **Action:** RK to collate ideas and e-mail to the Group for finalisation. |
| **Section 3** | Agreed - essentially a ‘lift’ from the VDF |
| **Section 4** | Agreed for the moment - this section is subject to change as and when the new BDC Local Plan is finalised; consultation due to start late-2018. **Action:** SG to discuss response to Western extension of the Village Boundary. |
| **Section 5** | **This sections requires more input from the SG** |
| * **CNDP 1** | Mostly agreed**. Action:** MW to add bullet to cover controlling ‘scale’ of individual buildings. |
| * **CNDP 2** | Agreed |
| * **CNDP 3** | Agreed |
| * **CNDP 4** | Agreed |
| * **CNDP 5** | A list of Green Spaces to be protected needs to be added. **Action:** SG to assess potential spaces against the criteria in Appx 1, ignoring for the moment the aspect of ‘ownership’. The practicalities of how to protect can be discussed with MW later. |
| * **CNDP 6** | Agreed |
| * **CNDP 7** | A list of views to be protected needs to be added**. Action:** SG to define list using the VDF as a starter. |
| * **CDDP 8** | A list of community facilities needs to be added**. Action:** SG to define list using the VDF as a starter. |
| * **CNDP 9** | A list of recreation facilities needs to be added**. Action:** SG to define list using the VDF as a starter. Also including improvement to bridleway network. |
| * **CNDP 10** | A list of business facilities needs to be added**. Action:** SG to define list using the VDF and list from NW as a starter. |

**5. Next Steps**

* SG to agree above updates to the draft plan and forward to MW - by mid-October.
* MW to update draft plan with data from the SG, and..

*Depending on the timetable for release of consultation draft of the next BDC Local Plan:*

* MW also to update the CNDP draft plan in the light of the BDC Local Plan.
* MW to forward the updated CNDP draft plan to SG for review - early November

**6. Next Meetings**

* **Date:** Tuesday, 16th October
* **Venue:** St Andrews Church Hall
* **Purpose**: Finalise inputs to the draft Discussion Draft Plan [SG only]
* **Date:** tbc [depends on progress with BDC Local Plan, but possibly late Nov’ / early December]
* **Venue:** tbc
* **Purpose**: Discuss revised draft of the Discussion Draft Plan [MW to attend]. Discuss/agree methodology for informal consultation with the community.

John Deacon

6th September 2018