



# Long Stratton Neighbourhood Plan

## Minutes

### The Long Stratton Neighbourhood Plan Committee meeting held at the Pavilion on Friday 16<sup>th</sup> July 2021 at 10.30am

Attendees: Cllr Kevin Worsley                      Cllr Diane Woodham  
Cllr Bob Makenzie                                Ian Hetherington  
Steve Adcock  
Cllr Tim Ward (Tharston and Hapton PC representative)  
Rachel Hogger (Modicum Planning) via Zoom  
Jessica Lawton (Long Stratton Neighbourhood Plan Administrator)

**1. Apologies for absence**

Apologies for absence were noted from Cllr Mark Gladding and Cllr Jenna Goodall Browne.

**2. To receive disclosures of interest and dispensations**

There were no disclosures of interest and dispensations.

**3. Acceptance of last minutes from the meetings on 10<sup>th</sup> September 2020, 16<sup>th</sup> November 2020 and the 26<sup>th</sup> March 2021**

The minutes from 10<sup>th</sup> September 2020, 16<sup>th</sup> November 2020 and the 26<sup>th</sup> March 2021 were signed by the Chairman as a true record.

**4. For non-council members to sign declarations of office for the Neighbourhood Plan Steering Group**

Non council members signed the annual declarations of office.

**5. To discuss and decide on Terms of Reference for recommendation to Full Council**

One change was made to the LSNP Terms of Reference, which was:

- 6a. The Steering Group has full delegated authority from the Town Council to deliver its plan-making functions up to and including the completion of the Neighbourhood Plan (reference Full Council meeting 14<sup>th</sup> June 2021 item 19 a.1).

All agreed ok.



# Long Stratton Neighbourhood Plan

## **6. To discuss and decide on the next steps following a successful examination outcome**

A lengthy discussion was had regarding the next steps. South Norfolk Council are to take the Neighbourhood Plan to cabinet on Monday 19<sup>th</sup> July to discuss the approval of the plan to proceed to referendum.

R.Hoggers proposed leaflet text was discussed, all agreed to using the lengthier text to create a booklet to be delivered to all residents in Long Stratton and parts of Tharston and Hapton. A summary of the policies will be included.

All agreed to enquiring with the EDP to a possible press release using similar text to the booklet.

I.Hetherington left the meeting at 11.05am.

- J.Lawton to create the booklet and to arrange printing
- S.Adcock to take photos of the town for the booklet
- J.Lawton to place booklet on the website
- J.Lawton to create a QR code for LSNP website and to go in booklet and on posters
- Clerk to e-mail all Councillors to request help in delivering
- J.Lawton to write a Neighbourhood Plan update in Septembers Sextons Wheel
- R.Hogger to make a few corrections in the text and to send to J.Lawton
- Printers to decide on size of booklet
- R.Hogger to send text to South Norfolk Council for checking before booklet is produced
- K.Worsley to e-mail J.Lawton EDP contact information
- Committee to e-mail J.Lawton any minor factual amendments to the NP



# Long Stratton Neighbourhood Plan

- J Lawton to enquire time of the cabinet meeting on Monday 19<sup>th</sup> July and to request Steve and Bob to attend.

## **7. Any other business**

There was no other business

## **8. Date of next meeting**

TBA

With no further business to discuss the chairman closed the meeting at 12.30pm