

Agenda – informal working group meeting – Neighbourhood Plan 17/05/2018

Welcome and apologies

Agenda:

1. Apologies – Tim Edwyn-Jones, Virginia Edwyn – Jones, Brendan Fisher, John Lewer
2. Present: Stuart Edwards, Lee Hennessey, Rachel Bodle, Keri Jones, Robin Miller, Mick Hicks

No formal agenda was set as this meeting was planned to be an informal working and update session as well as a review of progress with evidence gathering for each sub-group.

Summary of meeting:

1. Brie opened the meeting and acknowledged the absence of Tim and Virginia Edwyn Jones and Brendan Fisher. Brie also updated the group and advised them that due to work commitments Sue Allatt had recently resigned from the NPAC. Sue is happy to support as a periphery member.
There was a debate around workload and the need to recruit members however the NPAC agreed to keep the group at 9 with a view to review if the need arises. Brie confirmed the recruitment process would follow the same path as the process in January (if the need arises).
2. Stuart provided an overview of the History/ Design/ Heritage sub-group and shared Virginia's brainstorm tracker with the group. The group agreed that this tracker is useful to record a standstill of the themes and a section to collate evidence. The tracker is particularly useful to be able to cross reference similarity with themes
3. Rachel provided a comprehensive report on the Green/ open spaces findings from an exercise she conducted with Lee. The report contains issues, potential solutions and considerations.
4. The group talked about the best way to share information with the wider groups for example: VEAC (Visitor Experience Advisory Committee), Chamber, OSG etc... We agreed that the approach will develop over time however in the meantime important for the Chair's to communicate.
5. Brie and Stuart are meeting with NDDC Planner on 31st May – please send through questions in advance of the meeting
6. It was reported that the Town does not have a Town Design Guide. It was agreed this needs to be a priority. The group was unanimous in their viewpoint in terms of developing a design guide that is smart and has a point of difference and focusses on a vibrant town centre
7. The Town Centre group updated the wider group in terms of design feedback, parking and traffic congestion. Brie agreed to invite a Traffic/ road Management consultant to the next meeting which is scheduled for **20th June at 7PM** (note change of day due to the Civic Day event). It was agreed to look into commissioning a parking study

Review Consultants able to conduct a parking study – to include length of stay and availability of parking (note- this will need to go for Council approval)	Brie	20/6
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8. The group talked through the primary and secondary retail frontages and noted the boundaries are key considerations when developing the NP policies. It was noted that that National policies have NOT kept up to date with the ever changing retail landscape. WE must plan for future needs and not just the here and now.

End.....