

## Lound with Ashby, Herringfleet and Somerleyton Neighbourhood Plan

Minutes of Steering Group meeting held on Wednesday 12<sup>th</sup> October 2016,  
at Crown House, Somerleyton.

Present: Jenni Livingstone, Rita Flatt, Miles Thomas, Maureen Gibbs,  
Chris Morris, Louis Smith.

Apologies from: Paul Strowlger, David Cook.

Copies of the minutes to go to the following who have agreed to help without attending all  
the meetings: Gerda Gibbs, Mike Brackenbury, David Pugh, Nicky Mathers,  
Richard Hartgrove

### 1. Minutes from last meeting.

It was suggested that item 6 of the minutes from the meeting held on 21<sup>st</sup> September should be amended to note that it had been agreed that topic headings would be changed. "Heritage" will be added to "Environment", and "Healthy Lifestyles" will be moved to "Health". A prompt about the Lothingland School site will be included in Housing for Lound only, and prompts about the village hall and the conservation area will be included for Somerleyton only. Maps showing the existing conservation area and listed buildings will be included.

With these changes the minutes were agreed.

### 2. Terms of Reference.

Draft terms of reference for the steering group were tabled. These were agreed, and will now go to the two Parish Councils for approval.

These terms of reference note that the group should have a vice-chairman as well as a chairman. In his absence it was suggested that Paul Strowlger should become vice-chairman. To be confirmed when he next attends.

### 3. Mission Statement.

The group agreed to adopt as its mission statement:

"To provide a framework for future land usage within the Parishes of Ashby, Somerleyton, Herringfleet, and Lound."

### 4. Consultation Meeting on 13<sup>th</sup> November.

- Publicity. Posters are on the notice boards in Somerleyton and Lound. Flyers will be printed by WDC, and distributed in Somerleyton with the Parish newsletter, or by volunteers. They will be distributed in Lound with the Free Advertiser. A notice has been sent to the Lowestoft Journal and the Hexagon.

- Maps. WDC have offered to print maps of the area, with various overlays. Louis and Chris to visit WDC to agree what is required.

- Prompt questions. The questions were reviewed in detail, and some adjustments made. Louis to print them onto coloured paper to match the colours of the post-it notes.

- Handouts. A single page handout which explains the Neighbourhood Planning process would be useful for 13<sup>th</sup> Nov. Content to be agreed at the next meeting.
- Refreshments. Tea, Coffee, and Biscuits to be available on 13<sup>th</sup> Nov.

5. Letter to Businesses.

The letters have been mailmerged, and are ready for signature and distribution.

6. Letter to Somerleyton Estate.

The meeting agreed the letter to the Somerleyton Estate welcoming their representative onto the steering group. Louis to follow up with email confirming date and venue of next meeting.

7. Footpaths.

Mike Brackenbury has drawn up a schedule for walking and reporting on all the footpaths in Ashby, Somerleyton and Herringfleet. This survey will form the basis of a section on footpaths in the Neighbourhood Plan.

8. Next Meetings.

The next steering group meeting will be on Wednesday 2<sup>nd</sup> November at 7.30pm, at Lound Village Hall. This meeting will review the display materials for the 13<sup>th</sup> November consultation event. The next meeting after this will be Wednesday 7<sup>th</sup> December at Somerleyton Village Hall at 7.30pm.

Louis Smith