

## Meeting to discuss the Oulton Neighbourhood Plan

**Date: 5 August 2020 @ 2.00 pm**

**Present:** Peter Collecott, Jennifer Hinton, Colin Butler, Mike Shaw, Jane Murray, Carla Petersen (Parish Clerk) and representatives from East Suffolk Council – Jo McCallum (Communities Team), Dickon Povey (Planning) and Melanie Seabrook (Planning).

The meeting was held in a hybrid format, with some attendees joining using Zoom and others attending by being socially distant in a garden. (Government coronavirus guidelines were followed).

Everyone introduced themselves. It was acknowledged that due to recent changes it had not been possible to keep the Oulton NP going however due to new interest and enthusiasm the NP had been restarted. The main purpose of the meeting was to ask the ESC representatives a few questions about the NP. Their replies to the questions raised are as follows: -

1. Confirmed that even though the NP questionnaire had originally been completed in 2018 the results of that combined with the consultation in September 2019 at the Limes Primary Academy should be enough to prepare relevant policies.
2. Confirmed that the funding that is applied for through Locality should cover the costs for the NP.
3. The results of the consultation held last year at the Limes Primary Academy should be able to be incorporated by Collective Community Planning when they prepare documents.
4. Locating the missing drill numbers for the original questionnaire could prove to be difficult.
5. Confirmed that if the NP were put back on hold again right now the information already gathered would then be too out of date and the whole process would have to be restarted.
6. Any Locality funding that has been unused at the financial year end would need returning to Locality and then reapplied for again.

Suggestions provided by ESC representatives for those helping with the NP: -

- Ensure the NP has sharp focus for the next 25 years with clear objectives of where Oulton wants to go.
- Focus on a small number of effective policies – for example, the outstanding beauty of Oulton Marshes and Oulton as a village.
- Familiarise themselves with information on the Neighbourhood Planning Support website <https://neighbourhoodplanning.org/>
- Perhaps consider forming a small focus group who could meet up using Zoom (or a similar platform).
- Due to the coronavirus situation consider different ways to reach those who are shielding, vulnerable and those who may not have internet.
- Recommended looking on the Neighbourhood Planning website for the very latest coronavirus guidelines when preparing a NP.
- Possibly consider an online consultation and distributing a village newsletter.

It was agreed that the following plan of action would be carried out by Carla Petersen (Parish Clerk).

- Contact Brian Hunter to see if he has any NP documents which may be useful.
- Contact Mark Thompson at Collective Community Planning to ascertain the documents he has and see if he possibly has the drill numbers for the questionnaire.
- Contact the Clerk at Carlton Colville Town Council for a copy of their Design Code.
- Complete the Locality Funding application form as soon as possible.

It was confirmed that the NP group would meet up frequently over the next few weeks to get the project back on track.