

GREAT MASSINGHAM NEIGHBOURHOOD DEVELOPMENT PLAN

DRAFT Minutes of the Task Group - Meeting held: 21.5.21

Present: Mike Jackson (MJ), Peter James (PJ), Jon Cole (JC), Kim Frazer (KF)

Apologies: N/A

	Action	By:
<ul style="list-style-type: none"> • KF agreed to be minute taker for time being 		
<ul style="list-style-type: none"> • MJ to contact a Planning Consultant, Rachel Hagger, who comes recommended, re: first steps etc 	MJ	Next meeting
<ul style="list-style-type: none"> • £10k grant may be accessible through the “Locality” – online roadmap re: how to formulate an NDP 		
<ul style="list-style-type: none"> • Info leaflet needs to be with Bev, editor of Mallard by 27.5.21 and charge of £20 for inclusion of the leaflet and distribution 	MJ	27.5.21
<ul style="list-style-type: none"> • Printing of leaflets by “MinuteMan”, approx. cost £79 		
<ul style="list-style-type: none"> • Draft leaflet was previously circulated by MJ to the group and following brief discussion, small adjustments were agreed and A5 double sided info/reg of interest leaflet, ready for print 		
<ul style="list-style-type: none"> • Contact details on leaflet to be MJ’s phone number 		
<ul style="list-style-type: none"> • E mail/postal address to be an option 		
<ul style="list-style-type: none"> • E mail account for the group to be set up, suggested address “gmndp@gmail.com” 	MJ JC	ASAP ASAP
<ul style="list-style-type: none"> • “Drop Box” – an on line facility for shared documents to be set up by JC (this was agreed after the meeting) 		
<ul style="list-style-type: none"> • PC has to ask Borough Council for approval to proceed with NDP 		
<ul style="list-style-type: none"> • Application for designation requires: a map of the designated area, a statement as to why the area is appropriate, and statement confirming the body is qualified to proceed. 	MJ	Next meeting
<ul style="list-style-type: none"> • MJ to draft a brief statement and liaise with the clerk of PC and the Task group regarding the designation statement 	JC	Next meeting
<ul style="list-style-type: none"> • Terms of Ref for the Steering group – KF suggested that this should be carried out with involvement of yet to be confirmed, members of the Steering Group. JC agreed to contact the clerk of Snettisham CC for clarification 	MJ	Next meeting
<ul style="list-style-type: none"> • MJ will also contact Mr Morell, who was involved with Castle Acre NDP, to determine the extent to which he can help. 	ALL	Next meeting
<ul style="list-style-type: none"> • Next meeting of the Task Group may involve making a start with the T of R, once there is clearer information 		
<ul style="list-style-type: none"> • Task Group to give this some time and prep prior to the next meeting 	MJ	ASAP
DATE OF NEXT MEETING: Within two weeks		