

Oulton Neighbourhood Plan Working Group Minutes

Date: 29 March 2021

Time: 1.00 pm

Location: Via Zoom

1. To take a record of attendees.

Jenny Hinton, Peter Collecott, Robin Hinton, Tony Knights, Mike Shaw, Eleni Photi, Peter Bryant, Nasima Begum, Louise Cornell (Collective Community Planning), Mark Thompson (Collective Community Planning) and Carla Petersen (Parish Clerk/NP Project Manager).

2. To receive apologies for absence.

Jack Green (family commitment), John Sarbutt (funeral), Bryn Storeton-West, Gillian Rackham.

3. To approve minutes of NP Working Group meeting held on 15 February 2021.

Accepted as accurate. Proposed by Tony Knights and seconded by Robin Hinton.

4. To receive the Oulton Neighbourhood Plan Issues and Options Analysis Report.

CCP had prepared the Issues and Options Analysis Report, and this had been circulated to all before the meeting. The recent flooding in Camps Heath was discussed. The burst water main in Wood Lane has now been fixed. Peter Bryant confirmed that the drain by the telephone box does not get cleaned out which causes repeated flooding of the road. Mark suggested that the NP WG might like to consider incorporating a Community Flood Risk Policy in the NP. Chris Ryde, the Woods Meadow Country Park Ranger, has been invited to the next PC meeting and will be asked about run off of surface water from the fields.

5. To receive the Oulton Ecological Network Basemap March 2021.

CCP had prepared the map which showed county wildlife sites, drains, roadside vegetation, scrub, static water – ponds, watercourse, woodland, priority habitat and farmland hedges. The next step will be to identify key green corridors.

6. To consider the draft Oulton Important Views Assessment report.

The draft document is almost finished and when completed will be forwarded to CCP.

7. To consider the draft Non-Designated Heritage Assets report.

The draft document is almost finished and when completed will be forwarded to CCP.

8. To consider the draft Local Green Spaces report.

The draft document is almost finished and when completed will be forwarded to CCP.

9. To receive an update from the NP Project Manager including end of year financial report.

Submitted the End of Year Grant Award Statement to Groundwork. Provided Groundwork with copies of necessary invoices. The underspend at the 31 March 2021 was £243.32 and this was returned to Groundwork by BACS on 17 March 2021. Another application for funding will need to be completed after 1 April 2021.

10. To receive an update on the Mobbs Way initiative.

Due to the current lockdown restrictions most businesses on Mobbs Way are closed. A copy of the Oulton Messenger newsletter was hand delivered to Mobbs Way businesses.

11. To receive an update on the pond at Jenkins Green.

An incredibly good job has been done by the residents. Waveney Norse have taken away all the cuttings. Flowers have been planted and the residents group have paint for the fence. A key is needed for the gate and Kerry Blair at ESC is to be contacted.

12. To receive an update on the telephone box.

Due to the time of year, there is little work that can be carried out on the telephone box. District Councillor Andree Gee has promised Locality funding for installation of a defibrillator in the telephone box. Peter Bryant reported the telephone box some broken panes of glass/perspex and that the tree at the rear of the telephone box will need cutting. Peter Bryant offered to ask the person who runs the bowling green about ownership of the tree and the land next to the telephone box where a bench is to be installed.

13. To receive an update on the Brendon Close Play Area Consultation February 2021.

The Parish Council had received a request for a picnic table/bench at the Brendon Close Play Area. A consultation letter was prepared and delivered to 87 houses in the vicinity of the play area. Since delivering the letter the Parish Council has been advised that Woods Meadow Country Park are planning to install a picnic area. The Clerk was bombarded with phone calls and emails regarding the consultation letter. All the responses were recorded on a spreadsheet. There were 5 residents who wanted a bench, 5 who wanted a picnic table, 5 who wanted neither and there was a request to install a toddler swing as the current swing is only suitable for babies. Based on the results enquires will be made about the cost of installing a backless bench and a toddler swing. Jenny to contact Tony Rudd at ESC about prices and present them at the NP WG meeting.

14. To receive update from NP Working Group members.

A conservation area has been agreed by the alleyway in Lime Avenue.

The Manager at Orwell Housing in Whiting Road has been in touch regarding litter, dog fouling and a meeting is to be held with her to discuss these issues.

Jenny offered to order some dog fouling stickers.

The Oulton Messenger newsletter has been delivered to every household and most businesses in Oulton. A massive thanks were given to Jack Green and Tony Knights for compiling a stunning newsletter. The feedback from residents has been amazing.

15. To review timescales and consider what we need to do to keep to key milestones

Despite the repeated lockdowns and restrictions, the NP is in a particularly good position and currently on track. At the next meeting Louise will present the assets documents and maps. The coronavirus roadmap restrictions should hopefully end on 21 June 2021 and some days will be arranged in July and August to invite residents to come and look at NP displays and discuss all that they have been doing.

16. To agree the date of the next meeting

The date of the next meeting was confirmed as Monday 19 April 2021 at 1.00 pm and will be via Zoom.

Everyone was thanked for their work and for attending.

The meeting closed at 2.26 pm.