

# Oulton Neighbourhood Plan Working Group Minutes

**Date:** 15 July 2021

**Time:** 1.00 pm

**Location:** Oulton Community Centre & via Zoom

## 1. To take a record of attendees.

**Physical attendees:** Jenny Hinton, Peter Collecott, Robin Hinton, Tony Knights, Stephen Bould, Louise Cornell (Collective Community Planning), Mark Thompson (Collective Community Planning), John Thompson (Cycling UK) and Carla Petersen (Parish Clerk/NP Project Manager).

**Virtual attendees:** None

## 2. To receive apologies for absence.

Gillian Rackham, Bryn Storeton-West and Peter Bryant.

## 3. To approve minutes of NP Working Group meeting held on 21 June 2021.

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

## 4. To receive an update from Collective Community Planning.

More work has been carried out on the draft plan and recent documents/information have been included.

## 5. To receive an update on the draft NP prepared by Collective Community Planning.

The paddocks write up has been included in the draft NP. The SEA Screening has been started and it is unlikely that one will be needed. Tony was thanked for all his help with the views. The template letter for who owns the green spaces had recently been circulated to Carla. The red bits in the template will need to be completed with the landowners' details. Louise suggested the templates, when completed, should be emailed over to her to check everything looks in order. A follow up template has also been provided should any landowner make a response.

The Chairman thanked Louise and Mark for all their work

## 6. To receive an update from the NP Project Manager.

Booked provisional NP WG meeting dates and consultation dates in Oulton Community Centre. Dates are at the end of these minutes.

Arranged for the BACS payment of the CCP invoice.

Circulated documents as and when received.

## 7. To discuss and consider a cycling initiative.

John Thompson from Cycling UK had prepared a document called "Thoughts on improvement for cycling in Oulton Parish". This had been circulated to the NP WG before the meeting. Louise and Mark requested a PDF copy. Carla to action. Mark suggested that it would be great incorporate this in the NP and to have a map showing the cycle network around Oulton and mark on the map any areas for cycling improvements. John confirmed that he would be more than happy to attend Neighbourhood Plan consultation events.

## 8. To receive an update on the Mobbs Way initiative.

It was noted that businesses are now working but due to COVID restrictions it is not possible to approach businesses face to face. Carried forward to the next meeting.

**9. To receive an update on the pond at Jenkins Green.**

The wildlife at the pond has disappeared and it is thought that the otter is to blame. John Sarbutt will be having a meeting with Suffolk Wildlife Trust in the next few weeks to discuss how best to manage the pond and how to prevent the bank from slipping into the pond.

**10. To receive an update on the telephone box.**

Two boxes of replacement panes have been ordered and new door straps. The exterior has been painted. Funding for the purchase and installation of a defibrillator has been agreed. Wooden planters have been made and the measurements will be given to Carla to enable a planning application to be submitted to SCC.

**11. To receive an update on the toddler swing at Brendon Close.**

The Parish Council had submitted a grant application for 50/50 funding for the toddler swing at Brendon Close. Unfortunately, the application had been unsuccessful because the number of applications received exceeded the allocated funding. The Parish Council has since found out that the Woods Meadow development, next to the Limes Academy School, will have a play area installed including a toddler swing. The Parish Council will make enquires regarding the new play area. County Councillors have confirmed that they will offer financial help towards the toddler swing from their Locality budgets if necessary.

**12. To receive update from NP Working Group members.**

Tony reported receiving letters from residents of Fallowfields regarding speed humps. The speed humps were originally installed for the planned school. The school is no longer going to be built and work on building houses has already started. Some residents on Fallowfields want the humps removed and other around the last part of Fallowfields want humps installed. On 26 July 2021, the junction of Fallowfields and Park Meadows will be blocked off to enable work to be carried out on the road in Fallowfields. The Parish Council had not been advised of this work. Residents had been notified by letters through their doors. Whilst the works are being carried out residents will exit Fallowfields using the Tubby Walk exit. The bollards will be removed during this time.

Stephen reported that he is still carrying out investigations and confirmed that the Diocese of Norwich covers Lowestoft.

Tony and Jenny have put their names down to visit Lowestoft Archives to look at the Lothingland Hospital records. The waiting list is a long time.

Bryn had provided a report in his absence. He has been looking carefully at the Holly Hill Playing Field and reported that it is such a pleasure to see the amount of wildflowers and life on it because of it not being cut: it has invariably been cut in the past years gone by and so this spectacle has been lost. Things are changing and the importance of these havens have now been acknowledged to both wildlife and people alike. A brief amateur survey was carried out on the field and some photos were taken and a chart printed off and laminated, one of which is on the field gate along with a notice for it to not be cut until the end of August. A mower width pathway has been cut so that the ambience can be enjoyed. A copy of the sightings to be forwarded to Louise and Mark for including in the NP. Agreed that ESC should be contacted and a request that Holly Hill playing field should not be cut until end of August. This should tie in nicely with the installation date of the two agreed benches.

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

Further work will need to be carried out on the cycle network. Landowners' letters will need to be sent out. SEA Screening will be completed and submitted to ESC.

**14. To agree the date of the next meeting**

The date of the next meeting was confirmed as Thursday 19 August 2021 at 1.00 pm in Oulton Community Centre.

The following dates were agreed:

Thursday 16 September 2021	Oulton NP WG meeting	Oulton Community Centre - Lounge	1.00 pm – 3.00 pm
Saturday 16 October 2021	Oulton NP Consultation	Oulton Community Centre - Small Hall	11.00 am – 5.00 pm
Saturday 20 November 2021	Oulton NP Consultation	Oulton Community Centre - Small Hall	11.00 am – 5.00 pm

Everyone was thanked for their work and for attending.

The meeting closed at 2.30 pm.