

# **Oulton Neighbourhood Plan Working Group Minutes**

**Date: 26 October 2020**

**Time: 1.00 pm**

**Location: Via Zoom**

**1. To take a record of attendees.**

Jenny Hinton, Peter Collecott, Robin Hinton, Tony Knights, Pat Freeman, Rose Knight, Louise Cornell (Collective Community Planning) and Carla Petersen (Parish Clerk/NP Project Manager).

**2. To receive apologies for absence.**

Phillip Trindall, Mark Thompson (Collective Community Planning).

**3. To approve minutes of NP Working Group meeting held on 28 September 2020.**

Accepted as accurate. Proposed by Robin Hinton and seconded by Peter Collecott.

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

Louise Cornell introduced herself to the group as the majority present had not met her before. Louise explained the Neighbourhood Plan process. Louise confirmed that the previous Oulton NP Questionnaire had been extensive however there were some gaps for example identifying green spaces, views of places and heritage assets. CCP will produce a questionnaire with suggested questions to help fill in the missing gaps. This will then be discussed virtually at the next NP WG meeting. CCP had prepared a draft Evidence Base which had been circulated to all NP WG members. This will be studied in greater depth by the group and feedback given at the next meeting.

**5. To receive an update on Design Codes and Housing Needs Assessment.**

AECOM have organised a virtual drive around Oulton for Wednesday 28 October 2020 which will enable them to start preparing the Design Codes report. All members of the NP WG are invited to attend virtually. AECOM have organised a virtual meeting on 30 October 2020 to discuss information required to start preparing the Housing Needs Assessment.

**6. To receive an update from NP Project Manager.**

Arranged meetings with AECOM. Have been gathering all the comments and feedback regarding the telephone box consultation.

**7. To receive an update on the telephone box consultation.**

The comments from Oulton residents have been transferred to a spreadsheet and a report will be presented to Oulton Parish Council on 3 November 2020. It will be up to the PC to decide whether it should stay where it is or be moved to a different location.

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

Due to some members having to attend to other urgent matters there has been no progress. By the next meeting there should be an update.

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

In the morning of 16 October 2020 Norse started to work on the pond at Jenkins Green. At 1.30 pm there was an emergency and the Norse workers left and did not come back. Robin Hinton confirmed he had

spoken with Kerry Blair at ESC who had confirmed that the work is still on the Norse rota. Jenny Hinton suggested that residents near to the pond should set up a registered Community Group and offered to guide them through this process. It was noted that the storm drain at the pond should be cleared out by Anglian Water. It was also noted that recently a second tree has fallen into the pond.

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

Tony Knights reported that with the help of Robin Hinton they had moved the SID traffic sign to Sands Lane. The SID has to be repositioned every 30 days.

Peter Collecott reported that the defibrillator has now been fitted at Oulton Community Centre.

It was noted that XPO Logistics have now installed litter bins which should help to control the litter problem. There is however still litter on the floor.

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

The questions which CCP are preparing will need to go out to the community for their comments. With coronavirus restrictions this could prove more awkward and consideration will need to be given as to how to reach the whole community. Based on CCP timeframes the NP is currently on track.

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

The date of the next meeting was confirmed as Monday 23 November 2020 at 1.00 pm and will be via Zoom.

Everyone was thanked for attending.

The meeting closed at 2.28 pm.