

# Oulton Neighbourhood Plan Working Group Minutes

**Date:** 21 June 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, John Sarbutt, Stephen Bould, Louise Cornell (Collective Community Planning), Mark Thompson (Collective Community Planning) and Carla Petersen (Parish Clerk/NP Project Manager).

**Virtual attendees:** Peter Bryant

## 2. To receive apologies for absence.

Jack Green (holiday).

## 3. To approve minutes of NP Working Group meeting held on 17 May 2021.

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

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

More work has been carried out on the plan. Now require a map with dot locations of the views. Jenny and Tony offered to get this sorted very soon. Mark and Louise are considering how best to incorporate the cycle plan.

## 5. To consider and comment on the draft NP prepared by Collective Community Planning.

Each page of the draft plan was discussed, and comments noted. Further work needs to be carried out on the introduction. Tony offered to email CCP the speeding figures. The PC response to the East Suffolk Council Draft Residential Development Brief WLP2.14 will be forwarded to CCP. It has been noticed that cycle lanes need repainting. John Thompson of Cycling UK (CUK) was unable to attend this meeting however will be attending the next NP WG meeting. Landowners will need to be consulted regarding green spaces. CCP will forward Carla a template letter. Peter Bryant kindly offered to write an article on the paddocks for inclusion in the NP. Regulation 14 should take place in September 2021.

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

Received £9815 in funding from Locality for the final part of completing the NP. The funds have been transferred into the Oulton Parish Council savings account number 2 so that all transactions are clearly identifiable and to help with preparing the End of Grant report when the project has been completed.

Circulated the NP budget breakdown figures. If at the end of the project, there are funds unspent they will have to be returned to Locality (like last time).

Oulton Community Centre has installed broadband which will be useful for hybrid meetings.

Circulated documents as and when received.

## 7. 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.

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

This was discussed earlier in the meeting and will be discussed in greater depth at the next NP WG meeting.

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

John Sarbutt reported that the north side of the pond is collapsing into the pond. The lamp post is also starting to lean. It is thought that gabions filled with stone and soil would stop the collapsing. The cost would be approximately £700. The residents at Jenkins Green would be prepared to do the work themselves. John enquired if there was any funding available for this project. The Chairman asked John to get some quotes for the work. John reported that there are currently 6 ducklings and 2 moorhen chicks. John has a meeting on 7 July 2021 with Suffolk Wildlife Trust to discuss how best to manage the pond. The otter is still visiting the pond. Most of the larger fish have been lost. Those visiting the pond can use the bird food in the nearby box to feed the birds.

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

The broken panes of glass have been removed and replacement panels will be ordered.

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

Stephen reported that he is still carrying out archaeological investigations.

Stephen left at 3.10 pm.

**12. 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.

Louise & Mark left 3.30 pm.

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

The date of the next meeting was confirmed as Thursday 15 July 2021 at 1.00 pm in Oulton Community Centre.

Everyone was thanked for their work and for attending.

The meeting closed at 3.45 pm.