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25 June 2021

Dear Member

Local Plan Task Group

You are invited to attend a meeting of the above-mentioned Task Group which will be held on **Wednesday, 7th July, 2021 at 9.30 am** in the **Assembly Room, Town Hall, Chapel Street, King's Lynn** and also available to view on **WestNorfolkBC on You Tube** to discuss the business shown below.

Yours sincerely

Chief Executive

AGENDA

The

1. **Apologies**
2. **Notes of the Previous Meeting** (Pages 3 - 7)
3. **Matters Arising**
4. **Declarations of Interest**

Please indicate if there are any interests which should be declared. A declaration of an interest should indicate the nature of the interest (if not already declared on the Register of Interests) and the agenda item to which it relates. If a disclosable pecuniary interest is declared, the Members should withdraw from the room whilst the matter is discussed.

These declarations apply to all Members present, whether the Member is part of the meeting, attending to speak as a local Member on an item or simply observing the meeting.

5. **Urgent Business**

To consider any business which, by reason of special circumstances, the

Chairman proposes to accept as urgent under Section 100(b)(4)(b) of the Local Government Act, 1972.

6. Members Present Pursuant to Standing Order 34

Members wishing to speak pursuant to Standing Order 34 should inform the Chairman of their intention to do so and on what items they wish to be heard before a decision on that item is taken.

7. Chair's Correspondence (if any)

8. Pre-Submission of Local Plan Review document and the process to Submission and Examination

The Task Group will receive a presentation to explain the stages, demonstration of the Borough Council Consultation Portal.

9. Date of Next Meeting

The next meeting of the Task Group will take place on Wednesday 4 August at 10.00 am in the Assembly Room, Town Hall, Saturday Market Place, King's Lynn.

To:

Local Plan Task Group: Councillors R Blunt (Chair), A Bubb, C J Crofts, M de Whalley, C Hudson, C Joyce, J Moriarty, T Parish, S Sandell and D Tyler

Officers:

Alan Gomm, Planning Policy Manager

Katie Evans, Assistant Planner

Peter Jermay, Principal Planner (Policy) and Water Management Officer

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

LOCAL PLAN TASK GROUP

Notes from the Meeting of the Local Plan Task Group held on Wednesday, 14th April, 2021 at 10.00 am in the Remote Meeting on Zoom and available for the public to view on WestNorfolkBC on You Tube - Zoom and You Tube

PRESENT: Councillors R Blunt (Chair), F Bone, A Bubb, C J Crofts, M de Whalley, C Joyce, J Moriarty, T Parish, S Sandell and D Tyler

PRESENT UNDER STANDING ORDER 34: Councillor C Morley.

OFFICERS:

Alan Gomm – Planning Policy Manager

Alex Fradley – Principal Planner

Peter Jermay – Principal Planner Policy and Water Management Officer

1 WELCOME AND INTRODUCTION

The Chair welcomed everyone to the meeting and explained that the meeting was being streamed live on You Tube.

[To view the recording of the meeting click here.](#)

2 APOLOGIES

There was none.

3 NOTES OF THE PREVIOUS MEETING

The notes of the previous meeting were agreed as a correct record.

4 MATTERS ARISING

[Click here to view the recording of this item on You Tube.](#)

The Task Group was informed that Holkham Estate had been advised that when the Local Plan went to consultation they would have the opportunity to submit their views.

5 DECLARATIONS OF INTEREST

There was none.

6 URGENT BUSINESS

There was none.

7 **MEMBERS PRESENT PURSUANT TO STANDING ORDER 34**

Councillor Morley.

8 **CHAIR'S CORRESPONDENCE (IF ANY)**

[Click here to view the recording of this item on You Tube.](#)

The Chair explained that he had received correspondence from Councillors Joyce and Bubb and these would be covered under Any Other Business.

9 **PROPOSED TIMETABLE/SCHEDULE FOR THE LOCAL PLAN GOING FORWARD**

[Click here to view the recording of this item on You Tube.](#)

The Planning Policy Manager informed the Task Group of the timetable as follows:

12th May – Local Plan Task Group Meeting.
 25th May – Briefing for Councillors
 8th June – Local Plan draft presented to Regeneration and Development Panel.
 9th and 10th June – Parish Council Briefings to be held on Zoom
 15th June – Cabinet Meeting
 8th July – Presented to Full Council.

Once the Local Plan had been considered by Full Council it would be open for the public consultation period.

The Task Group discussed the arrangements for the Parish Council briefings and it was suggested that these were recorded and streamed on You Tube.

Comments were also made that all information was made easily available for the public during the public consultation period.

Councillor Morley addressed the Task Group under Standing Order 34 and it was confirmed that draft documents would be made available in advance of the Regeneration and Development Panel Meeting on 8th June.

AGREED:

1. The timetable was agreed by the Task Group
2. The Parish Council briefings to be recorded and streamed on You Tube.

3. Officers to ensure that the public consultation documents were easily accessible.

10 **LOCAL PLAN REVIEW VIABILITY STUDY**

[Click here to view the recording of this item on You Tube.](#)

The Planning Policy Manager presented the Task Group with information on the Viability Study and the revisions required to LP06.

AGREED: That the draft LP06 be circulated to Members of the Task Group for comments and considered at the next meeting of the Task Group if required.

11 **LOCAL PLAN REVIEW HABITATS REGULATION ASSESSMENT (HRA)**

[Click here to view the recording of this item on You Tube.](#)

The Principal Planner Policy and Water Management Officer presented information on the HRA process and outlined the amendments required to LP27.

AGREED: That the draft LP27 be circulated to Members of the Task Group for comments and considered at the next meeting of the Task Group if required.

12 **NORFOLK STRATEGIC PLANNING FRAMEWORK (NSPF)**

[Click here to view the recording of this item on You Tube.](#)

The Planning Policy Manager reminded the Panel that Cabinet had endorsed the NSPF at their meeting on 16th March.

13 **NEIGHBOURHOOD PLAN ACTIVITY ACROSS THE BOROUGH UPDATE**

[Click here to view the recording of this item on You Tube.](#)

The Principal Planner provided an update on Neighbourhood Plan activity across the Borough, there were a number of plans coming forward.

Referendums had not been able to take place because of Covid restrictions, but significant weight could still be given to final plans prior to their adoption.

AGREED: An update on Neighbourhood plans to be included in the next Planning Committee Training Session.

14

OTHER EMERGING ISSUES

[Click here to view the recording of this item on You Tube.](#)

The Principal Planner provided information on other emerging issues which included:

- Test if the Local Plan contains policies covering specific types of development.
- Leisure and Tourism uses.
- Norfolk County Council Minerals and Waste Plan.

The Task Group discussed the following:

- Tourism in Norfolk.
- Use of services in villages.
- Vision for West Norfolk.
- Mobile broadband and 5g masts.
- Holiday sites and second homes.
- Pop up caravan/camp sites.
- Antisocial behaviour at former mineral extraction sites.

The Chair suggested that conversations be held with Norfolk County Council to highlight the issues with former mineral extraction sites.

15

ANY OTHER BUSINESS

Second Home Policies

[Click here to view the recording of this item on You Tube.](#)

Correspondence had been received from Councillor Joyce. The Planning Policy Manager provided details of what could be included in Neighbourhood Plans in terms of second homes. He explained that it would not be possible to have a blanket policy in the Local Plan.

The Task Group discussed second homes, affordable housing, the housing need in the Borough and covenants.

AGREED: That the Task Group discuss second homes at a future meeting.

National Minimum Space and Room Standards

[Click here to view the recording of this item on You Tube.](#)

Councillor Joyce asked for minimum space and room standards to be included in the Local Plan. The Principal Planner explained that it was not a requirement for these to be written into the Local Plan, however it was included in the Local Plan at LP18.

AGREED: The wording of LP18 to be considered by the Task Group.

Alex Fradley

[Click here to view the recording of this item on You Tube.](#)

The Chair informed the Task Group that Alex Fradley was leaving the Council and thanked him for all his contributions to the Task Group and wished him well for the future.

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DATE OF NEXT MEETING

The next meeting was scheduled to take place on 12th May 2021 at 10.00am.

The meeting closed at 1.00 pm