



Shouldham Neighbourhood Plan Steering Group Ordinary Meeting Minutes

Tuesday 25th March 2025 at 19:30, 2 Willow Court, Shouldham

Present: Ant Hobbs (Chair), Tim Owen (vice Chair),
David Willis (Secretary), Helen Brown, Rose Hipperson

Apologies: None

Absent: None

Others in Attendance: None

015/25 Opening and apologies:

AH opened the meeting and received no apologies for absence.

016/25 Declarations of interest:

None

017/25 Parish Councillors' comments:

None

018/25 To agree minutes of previous meeting:

The minutes of the meeting held on 12th March 2025 were AGREED.

019/25 To review Outstanding Actions from previous meeting:

- (i) CCP to obtain fact sheets from Norfolk CC with regards to Norfolk Wildlife Trusts's assessment of county wildlife sites.

(Action ongoing - to be reported at a future meeting)

- (ii) To contact land owners regarding LGS and proposed parking site

(Action ongoing – see items 009/25 and 010/25)

- (iii) To contact NDHA owners regarding the proposed designation of their properties

(Action ongoing – see item 010/25)

- (iv) To contact NDHA owner regarding the proposed car parking site

(Action ongoing – see item 010/25)

020/25 Verbal updates and comments on any matter not covered in a separate agenda item:

DW referenced a draft Financial Statement that had been sent to LC to enable her to produce invoice(s).

021/25 To continue reviewing the draft NHP document v4, having particular regard to the following

- General presentation and formatting; and
- Policy SH07 - Design;

There was a discussion concerning text track changes and reformatting proposals. It was AGREED that DW will incorporate the proposed amendments as a draft v5 document that will be circulated for consideration at the next meeting.

It was AGREED that a review of Policy SH07 – Design will be deferred to the next meeting

022/25 **To review the draft Views Assessment document**

It was AGREED this topic should be deferred.

023/25 **To review the draft SEA and HRA documents**

It was AGREED this topic should be deferred.

024/25 **To decide actions to notify the land owner regarding:**

Local Green Spaces

NDHAs

Car park site

It was AGREED this topic should be deferred.

025/254 **AOB**

026/25 **Date of next meeting(s):** To be agreed.

Meeting closed at: 21.35

Chair : AH

Date: 28th May 2025

Minutes prepared by:

David Willis, Secretary for the Shouldham Neighbourhood Plan Steering Group

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