

To: Clerk to Yaxham Parish Clerk

2nd September 2015

Yaxham Neighbourhood Plan Proposal for the 10th September 2015 Parish Council Meeting

Following the discussions at the last couple of Parish Council meetings on undertaking the possible Yaxham Neighbourhood Plan, the Parish Chairman and I have attended a number of meetings of the Mattishall Neighbourhood Plan Working Group and with Mr Iain Whithington, Breckland's Planning Policy Officer providing support to Parishes undertaking Neighbourhood Plans. As a result of these meetings, I and others have drafted the attached documents for the Parish Council's consideration.

The first step in the Neighbourhood Plan process is Yaxham Parish Council voting whether to proceed with the Yaxham Neighbourhood Plan on 10th September 2015, on the basis of the attached documents. If the Parish Council votes to proceed then the attached Yaxham Neighbourhood Plan Statement and Yaxham Neighbourhood Plan Map need to be submitted to Breckland District Council by the Parish Council as a recognised body under the legislation. Breckland will then publish them on its website for consultation for six weeks. Subject to the Council's assessment of the Statement and Plan Map and to any responses to the consultation, Breckland Council will decide whether or not to allow the proposed Neighbourhood Plan to proceed. To date there have been seven applications by other areas and six have been approved.

In addition, attached are the propose Terms of Reference for the Yaxham Neighbourhood Plan Working Group (NP4Y Working Group) to undertake this work on behalf of the Parish Council. These terms and conditions are modelled on Mattishall and others.

Grants, budgeting and expenditure have been understandably raised previously as concerns. The terms of reference as drafted make it clear that the NP4Y Working Group budget has to be agreed with the Parish Council. In addition expenditure within the budget can only be undertaken within in the limits of the grants provided at the time. Any change in the budget or consideration of expenditure in addition to grants received cannot take place without the agreement of the Parish Council. Having looked at Neighbourhood Plans already completed for villages, including Strumshaw in Broadland, a typical range of expenditure on a Plan is in the range of £5,000-£12,000. Central Government grants are available of up to £8,000 and Breckland District Council is committed to 50% match funding. So a total of up to £12,000 is available to be applied for. There are also other specific grants potentially available. The Parish Council should therefore be re-assured that the main costs of the proposed Neighbourhood Plan are proposed to be met by the available grants.

We therefore ask that the Parish Council considers this proposal and the attached at its meeting on 10th September and formally votes to support: the submission to Breckland Council of the Yaxham Neighbourhood Plan Statement & Plan Area, and approve the setting up of the NP4Y Working Group to undertake this work on behalf of the Parish Council as set out in the Terms of Reference.

We are holding a public meeting on Tuesday 8th September 2015 at the Village Hall Meeting Room from 7pm to 9pm to explain this proposal and we will report verbally about this to the Parish Council at the meeting on 10th September 2015.

Yours sincerely,

Maggie Oechsle

Maggie Oechsle