WORKING GROUP MEETING NOTES – 23rd July 2026

The meeting was held on Thursday 23rd July at Limpenhoe Village Hall at 7.00pm.

Present: Tony Johnson (Chair)
Nicola Peck (Deputy Chair)
Dot Machin (Chair, Parish Council)
Scott McClymont
Pat Bennett
Carole Grimes (Secretary)
Ian Poole (Planning Consultant)

Apologies received from Lucy Wood (British Sugar), Jan Davis (District & Parish Councillor), Steve Smith and Tim Drew.

The meeting began with introductions from around the table.

Following the announcement that Cantley Sugar Factory is due to close at the end of the campaign, the Parish Council are trying to arrange a meeting with British Sugar. However, due to various commitments on both sides, this is unlikely to take place before early September. Ian is happy to attend.

It was agreed that it is likely the factory closure will change our vision regarding the Neighbourhood Plan. It is understood that British Sugar are prepared to offer the playing field on Station Road, Cantley as a possible site for development, which represents a change of policy. It is hoped that some gesture could eventually be made resulting in the tennis courts, bowling green and car park opposite being gifted to the Parish Council.

<u>Public Engagement</u>

- Ian advised that the best method for gaining responses is to engage in door knocking and leaving a questionnaire with each household in the parish.
- Each questionnaire should be numbered to avoid duplication and include a QR code for residents to complete online.
- Ian is happy to host an online forum should this be required.

Action: Carole to forward Ian a copy of the draft questionnaire in Word format.

- The Village Hall Committee should be encouraged to seek opinions on what the community wish to see as the proposed new Village Hall is not part of the future Neighbourhood Plan.
- Non-planning actions should be sought to be included in the Neighbourhood Plan. The questionnaire also needs to include a context page.

Action: Carole to forward Ian notes from previous meetings which include the Working Group's list of desires used when submitting the application for funding.

- The Neighbourhood Plan is currently referred to on the Parish Council website. It was discussed whether a link to this could be provided from the cantley.org website.

Parish Online

This is a vast database containing every current parish address as well as a great deal of other comprehensive information. It is based around Ordnance Survey maps and carries a login requirement. Scott kindly volunteered to have a secondary login and Ian will also require access.
Action: Tony to arrange logins for Scott and Ian.

Ian offered a great deal of useful advice and will ultimately write the Neighbourhood Plan. We will require photographs from around the parish to be included. Ian also advised that some areas could attract dual designation with Broadland District Council and the Broads Authority.

Our first actions will be the public survey/questionnaire. Ian will provide a critique and advice so this may be finalised at our next meeting.

The next meeting is at 7.00pm on Thursday 27th August at Cantley Village Hall.