



## RINGSTEAD PARISH COUNCIL

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MINUTES of the Extraordinary Meeting of Ringstead Parish Council held on Monday 28 November 2022 at 12noon at the Village Hall.

Present:

Cllr Jacob (Chair), Cllr J Barnett (JB), Cllr B Crowfoot (BC), Cllr V Everitt (VE), Cllr S Little (SL), Cllr D Rice (DR)

Mr A. Martin Smith, Member of the Neighbourhood Plan Steering Group

S. Lee (Clerk)

Six members of the public.

1. Apologies for absence.

Apologies for absence were received from Cllr J O'Shea.

2. Declarations of interest and requests for dispensations by councillors

No declarations of interest and requests for dispensations by Councillors were received.

3. Allow Public Participation (10 mins).

The Chair welcomed members of the public to the meeting and thanked them for attending and for their interest in the development of the emerging Neighbourhood Plan. A number of questions were asked by the local residents:

- a. Who chose the three sites for the proposed affordable housing?

The Chair advised that it had been a collaborative approach of the Neighbourhood Plan Steering Group that had arrived at the three potential sites. Contact had subsequently been made with the owner of the land who had indicated that they would support a proposal for affordable housing.

- b. Who were the consultants who undertook the assessment of the sites?

The Chair advised that it was an independent planning consultancy, AECOM, appointed by Locality, a Government Agency and supported with grant funding from Locality. AECOM were an organisation operating nationally and they had undertaken similar studies for a number of other Parish Councils in north-west Norfolk.

- c. What were the criteria for determining if there would be 3 or potentially 6 homes provided?

The Chair advised that ultimately this would be a matter for the local planning authority to determine. Initial contact with the Borough Council's Planning and Housing Department had been very positive and officers had raised the potential of increasing the number of units from three to potentially six.

d. What is the purpose of the Neighbourhood Plan?

The Neighbourhood Plan would enable the Parish Council to set a vision for the Village, including stronger local policies to support the Borough Council's Local Plan in protecting the Village from adverse development. It would if approved also enable the Parish Council to obtain an increased proportion of the Community Infrastructure Levy to help deliver improved facilities and services in Ringstead.

e. Was it correct that there was no compulsory need to incorporate affordable housing within the Neighbourhood Plan?

The Chair advised that whilst there was no compulsory need to incorporate affordable housing, there had been a significant reduction in the number of social housing units in the Village. In 1989 there were 39 recorded units, today just seven units were classified as social housing. Providing opportunities for young people to live in the Village was an important consideration.

f. Would the properties only be for rent?

At this stage the Chair advised that although it was the Parish Council's objective that they be available for rent, some of the Housing Associations might need to offer one or two homes for sale in order to generate funds for building the affordable homes.

g. Would it be possible at this stage to consider additional land at Peddars Way North for potential affordable housing?

The Chair couldn't see why at this stage in the development of the plan additional parcels of land for affordable housing could not be included. It was confirmed that this potential land was south of Site 1, in the ownership of a local farmer.

h. Were the Council aware that there had been two previous planning applications for development of land at Peddars Way North had been refused?

The Council was not aware of any such applications for land on Peddars Way North, but were aware of planning applications in respect of the Holme Road site.

i. Who owned the three parcels of land identified for potential affordable housing?

It was confirmed by the Chair that all three sites were owned by the Le Strange estate

j. A resident asked for an outline of the next steps in the process

The Chair advised that subject to the outcome of the current meeting, the consultants supporting the project would prepare a draft plan for consideration by the Parish Council. Subject to any changes this would form the pre-submission plan that would be subject to further public consultation before submission to the Borough Council. Given the project was being funded through a government grant which would expire at the end of the current financial year, it was hoped to submit the draft pre-submission plan to Borough Council by April 2023. The timetable beyond that milestone would be determined by the Borough Council, but it could take a further 12 months before there would be a community referendum to determine if there was majority support for adoption of the Plan.

4. Update on Ringstead Neighbourhood Plan

a. Receive results of the informal consultation

The Chair advised that the consultation event held on the 12 November 2022 had been well supported with some 32 attendees which compared well to similar events held by



other Parish Council's where turn out been a lot lower. A total of 19 hard copies of the questionnaire had been completed.

The Parish Council **RESOLVED**: to receive the results of the informal consultation prepared by the planning consultants.

b. Important Local Views Assessment 2022

Overall, the results of the consultation demonstrated support for the views identified by the Steering Group. There was a discussion regarding the addition of the view from South Peddars Way towards the Mill, which the Chair acknowledged was an important view. A member of the public asked if the view from Peddars Way North across the Village could be included.

It was proposed and seconded that the Parish Council **RESOLVE**: to approve the Important Local Views Assessment 2022, subject to inclusion of the additional views considered at the Extraordinary Meeting.

c. Local Green Space Assessment 2022

The Chair advised that there had been significant support for the Local Green Space Assessment 2022. There was consideration of the green space that accommodates the Village Sign and whether or not this could be designated as a green space, as it might be classed a verge and therefore not eligible for inclusion.

It was proposed and seconded that the Parish Council **RESOLVE**: to approve the Local Green Space Assessment 2022, subject also to inclusion of land referred to at the Top End where the Village Sign was located.

d. Non-Designated Heritage Assets Assessment 2022

The Chair advised that some residents were concerned about inclusion of their property, however, there was no evidence to suggest that it would detract from the property value. Retention of the character of the Village was important and the Chair commented that planning permission had been given for Listed Buildings to be altered. The inclusion of Manningham House, adjacent to the Old Bakery and formerly the ' house was an important Edwardian property on the High Street.

It was proposed and seconded that the Parish Council **RESOLVE**: to approve the Non-Designated Heritage Assets Assessment 2022, subject to inclusion of Manningham House.

e. Ringstead Design Codes and Guidance 2022 (commissioned by AECOM)

The Chair explained the importance of this document in setting down future guidelines on building materials and design. As this document had not formed part of the consultation process it was agreed that it just be received. The Chair urged members of the public to view the document on the Council's website at <https://www.ringsteadpc-norfolk.info/neighbourhood-plan>

f. Ringstead Housing Needs Assessment 2022 (commissioned by AECOM)

The Chair explained that this document provided an analysis of housing within the Village. There was a discussion about second homes and the complexity in their categorisation. Some second homes were businesses rented out as holiday lets, others were let, but were also homes where potentially people might retire. The importance of second homes to the local economy was acknowledged:

It was proposed and seconded that the Parish Council **RESOLVE**: to approve the Ringstead Housing Needs Assessment 2022.

g. Ringstead Site Assessment 2022

There was some further discussion regarding the potential suitability of sites identified in terms of accessibility to facilities and services. A local resident advised that Site 3 at Burnham Road/Docking Road had been subject to flooding.

A Councillor stated that there was confusion about the term social/affordable housing. The Chair agreed and suggested that a more appropriate term would have been Rented/Affordable housing.

A local resident asked the Chair that Site 1, the preferred Site be potentially extended southwards towards Holme Road. This would be additional land not owned by the Le Strange estate.

It was proposed and seconded that the Parish Council **RESOLVE**: to approve the Ringstead Site Assessment 2022, and Site 1 - east side of Peddars Way North, extended to include somewhere between the existing housing and the bungalows, towards Holme Road, as the Parish Council's preferred site.

5. Payment List.

The Clerk updated the meeting on two additional invoices received since the last meeting.

November payments and receipts for approval Meeting 28/11/22

Payee	Reason	Invoice Number	Payment by	Amount	VAT Portion
Wicksteed Leisure	New Pick Up sticks	819860	BACS	£14,519.60	£2,419.93
Norfolk PTS	Training JB/SJL	19937	BACS	£104.00	£0.00
<b>TOTAL</b>					
				<b>£14,623.60</b>	<b>£2,419.93</b>

Payments received by 25/11/22

Payee	Reason	Payment by	Amount
BKLWN	CIL for Play Equipment	BACS	£6,498.50
Courtyard Farm	Donation for Play Equipment	BACS	£5,000.00
<b>TOTAL</b>			<b>£11,498.50</b>

The Clerk noted that funds had been received from the Borough Council CIL programme towards the new item of play equipment, together with the generous donation from Courtyard Farm.

6. Update on the Newsletter

The Chair advised the meeting that unfortunately he had been unable to find someone to take on the editorial role for the newsletter. He urged anyone with an interest to come forward, there was a role description.

The Clerk advised that he had received a competitive quotation for printing the newsletter from the Borough Council.