

**Minutes of the 15<sup>th</sup> Neighbourhood Plan Committee meeting held on  
Tuesday 11<sup>th</sup> October 2016 at 7:30pm in Wickham Market Resource Centre**

**Present:**

George Hering (Vice Chairman in the Chair)	
Colin Owens	Cllr Robin Cooke
Ray Lewis	Wendy Stoney
Arthur Stansfield	Angela Hadley

In attendance: Jo Jones – Clerk to the Council

**1. Vice Chairman's opening remarks and to receive apologies for absence**

Apologies were accepted from Cllr Dick Jenkinson (Chairman), Anne Westover, Edna Salmon & Sue Jones.

**To approve the draft minutes of the Neighbourhood Plan Committee meeting held on Tuesday 8<sup>th</sup> August 2016**

These were **Unanimously Proposed for Approval**. The minutes were signed by the Vice Chairman as a true record.

**2. To consider matters arising and actions from the Neighbourhood Plan Committee meeting held on Tuesday 8<sup>th</sup> August 2016 and updated Neighbourhood Plan Action List**

The Action List was updated accordingly. Angela Hadley stated that after reviewing the Local Plan she could not find any policies relating to Social & Economic matters to which she gave details. She raised concerns regarding the effect that any further future development could have upon the local schools, health services etc. George Hering gave details of the outcome of the Housing Needs Assessment and confirmed some of these issues were covered within this document. It was agreed however, that a Social & Economic Sustainability Policy would be implemented. **Approval** was proposed by George Hering, Seconded by Ray Lewis. **All in Favour. Action 15.1 – Angela, Wendy & Dick to draft a Social & Economic Sustainability Policy. Action 15.2 – Ray Lewis to look on Suffolk Observatory for the number of bungalows within Wickham Market.**

**3. Housing Needs Assessment Document**

George Hering circulated a copy of the Housing Needs Assessment to all members.

There was an in depth discussion and some inaccuracies were pointed out, as follows:-  
Clause 10 states incorrect date.

Cllr Cooke gave details regarding Clause 49 regarding districts that do not have their 5-year housing supply and concerns were raised regarding the need for 100 new homes within Wickham Market. Angela Hadley stated she felt 49 homes as stated within one of the clauses would be much more suitable. It was agreed that we would not mention a specific number in the draft vision but would use the term 'a number of new houses would be required'. Concerns were raised regarding the Housing Needs Assessment final document and it was felt there were some areas that required amendment. It was agreed all Committee members would review this document in order that a separate document with the required amendments could be compiled and implemented. **Action 15.3 – Committee members to submit proposed amendments to the Chairman.**

#### **4. Heritage & Character Assessment including Landscape Appraisal**

In Anne Westover's absence George Hering gave details regarding concerns in which Anne had raised in respect of Aecom carrying out this work. He stated her main concern was that they were planning on only visiting the village for one day and therefore she felt they were not suitable to carry out the Landscape Appraisal. There was a brief discussion and it was felt the Committee would need to thoroughly check this document when the draft is received. George reported that Anne Westover had suggested that maps could be displayed at the forthcoming open meeting for possible comment on site allocation for development. It was however felt at this stage this was a little too premature. It was agreed the brief for the Heritage & Character Assessment should be sent to all Committee members prior to this work being carried out although George had mentioned that the work was due to have started on 24 September and take a period of 4 months. Heritage & Character Assessment brief to be sent to committee members by Sue Jones

#### **5. Neighbourhood Plan Leaflet Responses**

George Hering confirmed 113 responses had now been received. It was agreed George would circulate the spreadsheet compiled detailing the findings to all members.

#### **15.4 – George to circulate spreadsheet.**

#### **6. SCDC Policy Review**

George Hering reported this process was ongoing.

#### **7. Communications Update**

George Hering provided an update regarding the communications required in order to prepare for the forthcoming Open Public meeting. He reported an article would be included within the next edition of the newsletter and a leaflet drop would also be carried to all households. It was also suggested an article could go onto both the Neighbourhood Plan and Parish Council websites and also on Facebook.

#### **8. Open Public Meeting 6<sup>th</sup> November 2016**

In Anne Westover's absence George Hering stated she had requested that a copy of the proposed power point presentation should be circulated to all members. He also confirmed that Anne had offered to speak at this meeting. George Hering gave details regarding the format in which this meeting would be held. There was a brief discussion and it was felt it could be beneficial if this meeting could be more informal but also include a power point presentation. It was agreed there would be 3 stands for the working area groups with representatives from each group in attendance. Colin Owens stated it was vital that consultation is carried out in respect of the outcome of this meeting. It was also recommended that a small list of questions could be asked as a form of consultation. There was an in depth discussion regarding the proposed number of homes required in Wickham Market between 2010 and 2036. There was also a brief discussion regarding the draft vision and it was agreed any suggested amendments to this document should be sent to Colin Owens. **Action 15.5 - Committee members to send comments on draft vision to Colin Owens.**

#### **9. Any Other Business**

There was none.

#### **10. Public Forum**

There were no members of the public present.

**11. Date of next meeting**

The next meetings of the Neighbourhood Planning Committee will be held on Tuesday 8<sup>th</sup> November 2016 and Tuesday 13<sup>th</sup> December 2016. **Action 15.6 – Jo Jones to compile list of 2017 Committee meetings.**

There being no further discussion the Chairman formally closed the meeting at 9:40pm

Signed:.....

Dated:.....