

Minutes of the 11th Neighbourhood Plan Committee meeting held on Tuesday 10th May 2016 at 7:30pm in Wickham Market Resource Centre

Committee Members present:

Cllr Dick Jenkinson (Chairman)
George Hering
Colin Owens
Gloria Creasey
Anne Westover
Jackie Carptenter (Working Group member)
Arthur Stansfield (Working Group member)

Cllr Robin Cooke
Bryan Archer
Ray Lewis
Cllr Edna Salmon

In attendance: Jo Jones – Clerk to the Council

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

Apologies were accepted from Sue Jones, Lizzie Richie, Michael Margetts, Ray Clune & Roger Theobald.

It was suggested that within future minutes it should be made clear whether those present are Committee Members or Working Group members.

2. To approve the draft minutes of the Neighbourhood Plan Committee meeting held on Thursday 14th April 2016

These were **Unanimously Approved** and signed by the Chairman as a true record.

3. To consider matters arising and actions from the Neighbourhood Plan Committee meeting held on Thursday 14th April 2016 and the updated Neighbourhood Plan Action List

The action list was updated accordingly.

4. To review updated schedule

The schedule was updated accordingly.

5. Working Group update

The Chairman confirmed the Working Groups have met in preparation for the open public meeting to be held on 16.5.16.

6. Update on Technical Support

The Chairman confirmed as the Neighbourhood Plan had been deemed as Complex the Committee were able to receive free Technical Support. He reported the first package of Technical Support to be received was a Housing Needs Advice and Assessment to which he gave details including dates of when this was expected to be complete. He confirmed once the data had been received on 19.5.16 this would be circulated in order to be reviewed as follows:-

1. Draft report issued to Chairman – Thursday 19th May 2016
2. Comments on the report back to Technical Support Provider - by 1st June 2016
3. Submission of final report to Locality for sign-off – by Wednesday 8th June 2016

It was agreed all Committee members would review the draft document and comments would be submitted to the Chairman by 27/5/16. There was a brief discussion and it was agreed the Social & Community Working Group would collate all comments. **Action 11.2 - Technical Support – Housing Needs Advice and Assessment – When completed document is received Dick will circulate in order for this to be reviewed. Action 11.3 – Social & Community Working Group to collate comments and forward these to the Chairman.**

The Chairman gave details regarding the Technical Support packages available and it was agreed he would forward information regarding these to all Committee members. **Action 11.4 – Dick to circulate Technical Support information to all members.**

Anne Westover gave details regarding Environmental Assessments and the relevance of this document and urged the Committee to look into carrying this out.

7. To discuss the Open Public Meeting to be held on 15th May 2016

The Chairman confirmed a flyer had been delivered to all households regarding this meeting. He gave details regarding the meeting and the order in which it was to be run. George Hering provided further details regarding the questionnaire/leaflet in which would be handed out at the open public meeting and confirmed suggestion boxes would be placed around the village after the meeting in order for the completed questionnaires to be returned. There was an in-depth discussion regarding the content of the display boards and strong concerns were raised regarding the proposed content for the Social & Community board. A formal vote was taken as to if the map discussed relating to future possible development sites should be published at the open public meeting and 7 members were in favour of this Not being published. It was therefore **Resolved** this map would not be displayed at this meeting.

8. Any Other Business

There was none.

9. Public Forum

There were no members of the public present.

10. Date of next meeting

The next meeting of the Neighbourhood Planning Committee will be held on Tuesday 14th June 2016.

There being no further discussion the Chairman formally closed the meeting at 9:55pm

Signed:.....

Dated:.....