

**Minutes of the Neighbourhood Plan Committee meeting held on  
Thursday 25<sup>th</sup> June 2015 at 7:30pm in Wickham Market Village Hall,  
Committee Room**

Present: Cllr Dick Jenkinson (Chairman)  
Cllr Robin Cooke Cllr Patrick Roper  
Sue Dunham Anne Westover  
Dave Bescoby Peter Wild

In attendance: Jo Jones – Clerk to the Council

**1. Apologies for Absence**

Apologies were accepted from Cllrs Salmon, Cllr Pizzey, George Herring and Colin Owens.

**2. Chairman's welcome and opening remarks**

The Chairman welcomed all Committee members to the first meeting of the Neighbourhood Plan Committee. He confirmed the subject of possibly implementing a Neighbourhood Plan had been being discussed by the Parish Council for some time now and gave details regarding the outcome of the Extraordinary Council meeting held on 13<sup>th</sup> April 2015 whereby as a result of this meeting it was agreed that the a Neighbourhood Plan should be implemented for Wickham Market.

**3. To outline the key issues for Wickham Market**

The Chairman gave details regarding the land at the Glebe Allotment Site currently included within SCDC's Local Plan. He provided details regarding the recent Site Specifics Local Plan Consultation and as confirmed as a result of this in respect of the Glebe Allotment Site it was noted that several objections had been received regarding this land being developed in the future. The Chairman gave details regarding a meeting in which he had attended at SCDC as part of a Working Group and confirmed this site had now been recognised as possibly not suitable for future development and SCDC had stated these sites should be deleted. He provided information regarding SCDC's housing supply between 2010 and 2027 and confirmed the amount of new housing required for Wickham Market during this period was still Nil due to the amount of new homes already built during the past few years.

**It was agreed the areas to be focussed on within the Neighbourhood Plan were:-**

Housing, what sort including where it should be sited  
Retail Centre (The Hill)  
Conservation Area  
Employment  
Infrastructure - Roads Parking, Utilities (Sewerage) and Social Environment  
Recreation

The Chairman gave details regarding Rendlesham's Neighbourhood Plan and circulated a copy of this for members to review and provided details regarding the referendum process.

4. **To discuss the proposed physical boundary limit**

The Chairman advised the Plan for Wickham Market could also include Pettistree & Hacheston to which he provided details regarding the pros and cons on including these Parishes. Following a brief discussion it was agreed the Neighbourhood Plan should be solely for Wickham Market. The Chairman stated he felt the Committee should write to all the neighbouring parishes in order to make them aware that Wickham Market are writing a Neighbourhood Plan and also invite them to attend future Committee meetings.

5. **To informing SCDC that Wickham Market is writing a Neighbourhood Plan**

It was agreed the Parish Clerk would write to SCDC in order to advise them that Wickham Market are writing a Neighbourhood Plan in order to address a number of key issues relating solely to Wickham Market. It was also agreed the Clerk would also copy this correspondence to Dr Dan Poulter, MP and District Cllr Mark Amoss.

6. **Discuss how to promote the NP and secure volunteers to assist**

The Chairman thanked the members who had volunteered their services and gave details regarding the structure of how the Committee should run in order for it to be successful.

7. **To Agree the next steps**

It was agreed Heather Heelis, Clerk to Rendlesham PC would be asked to provide a briefing on their Neighbourhood Plan in order so that the Committee could learn lessons from this. **Action: Jo Jones to liaise with Heather Heelis in order to schedule a meeting in which she can attend to provide a briefing.**

It was agreed the next meeting of the Neighbourhood Plan Committee could be held the week beginning Monday 10<sup>th</sup> August 2015.

8. **Any other Business**

The Chairman urged members to read the information on Neighbourhood Plans and review the Local Plan. It was also agreed the Clerk would update the Parish Councils website to inform local Parishioners that a Neighbourhood Plan Committee had been formed including details of Committee members. It was also agreed the Clerk would arrange meeting with SCDC in the future in order to look into applying for funding towards the project.

9. **Date of next meeting** – To be confirmed

There being no further discussion the Chairman formally closed the meeting  
at 9:15pm