

**Minutes of the 8th Neighbourhood Plan Committee meeting held on
Tuesday 9th February 2016 at 7:30pm in Wickham Market Library**

Present: Cllr Dick Jenkinson (Chairman)
George Hering Cllr Robin Cooke
Anne Westover Colin Owens
Bryan Archer

In attendance: Jo Jones – Clerk to the Council & Steven Brown, SCDC

1. To receive apologies for absence

Apologies were accepted from Cllr Salmon, Ray Lewis and Michael Margetts. The Chairman expressed his sincere thanks to Ray Lewis and George Hering for getting the website up and running. He welcomed Steven Brown, SCDC to the meeting. The Chairman stated that recently within the press there had been an article regarding the fact that Suffolk faces a significant shortfall in housing to which he gave details. He also felt this gave more weight to the argument that Wickham Market would have to accept more housing in the not too distant future and he hoped that, once the Neighbourhood Plan was complete, it would state where the possible sites were and what type of housing was required.

2. To approve the draft minutes of the Neighbourhood Plan Committee meeting held on Tuesday 12th January 2016

These were Proposed for **Approval** by George Hering, Seconded by Cllr Robin and duly signed by the Chairman as a true record. There was 1 Abstention.

3. To consider matters arising and actions from the Neighbourhood Plan Committee meeting held on Tuesday 12th January 2016 and the updated Neighbourhood Plan Action List

The action list was updated accordingly. Colin Owens provided further details regarding the funding from the Locality Budget and the timescales involved when applying for this funding. The Chairman confirmed the chosen mapping provider Parish Online had no objections to the Neighbourhood Plan Committee publicising their maps within the website but stated the copyright must be displayed at all times. He confirmed he would subscribe to Parish Online when funding was agreed (**Action 7.1: Chairman**). It was agreed that Jo Jones would ask Gillian Benjamin for a copy of the Neighbourhood Plan Household survey (**Action 7.4: Jo Jones**). Anne Westover gave details regarding the Conservation Area Draft Appraisal response sent.

4. To review updated schedule and agree target for next 6 months

Anne Westover and the Chairman provided details regarding item 1.7 on the schedule and a suggested way forward to carry out this review was discussed. It was agreed that policies could be written for parcels of land in which it is felt future housing could be sited. There was a brief discussion regarding which policies may and may not be applicable to Wickham Market to which Steven Brown provided clarification. It was agreed that the target for the next six months was to complete schedule tasks 2.1, 2.2 and 3.1.

5. Adopt TOR for Working Groups

A copy of these documents had been circulated to all Committee members prior to the meeting. Following a brief discussion, the Chairman suggested the leader for each group should be a member of the current Neighbourhood Plan Committee. Colin said that we were all busy and that the Committee member of the group could be leader or 2IC which was agreed. George provided further details regarding the proposed working groups and it was suggested these could be formed prior to the public meeting which is due to be held in April/May 2016.

The Chairman said he would forward Working Groups TOR to the volunteers that had offered their services at the Xmas Market in order to enquire as to if they would be interested in joining a working group. Colin suggested once this had been sent and the call for volunteers had been spread as widely as possible that a volunteers meeting could then be held. **(Action 8.1: It was agreed the Chairman would send an e-mail to the possible volunteers within 7 days)**. It was also agreed to hold a meeting in the week before the next meeting to assign volunteers to working groups. **(Action 8.2: Jo Jones to book meeting room and inform Chairman of date)**. The Chairman stated he would be happy to lead the Social & Community working group. George stated he would be willing to lead the Economic & Infrastructure group with Edna assisting him. No volunteer came forward for the Environment working group.

6. Update on Locality Funding

Colin Owens provided details of the different stages in which the funding applications to Locality would be made and confirmed the £8,000 would be applied for in different stages in accordance to how the plan progresses. **(Action 8.3: Colin Owens to apply for a second Locality Grant registration form and complete with the assistance of the Chairman and George.)**

7. Set date and agree format for public meeting in April 2016

There was a discussion regarding the scope for the proposed meeting and it was agreed this meeting could not be held until the analysis on the outcome of the recent Parish Plan was complete. Colin suggested therefore this meeting should be held late April or during May 2016. **(Action 8.4: Jo Jones to find out Village Hall availability and agree a date and time with the Chairman)**

8. Any other business

The Chairman reported he had attended a meeting along with Colin Owens with Iain Jamie from Hopkins Homes to discuss the Wickham Market Neighbourhood Plan. He stated that Iain Jamie felt that Wickham Market was a very good place for housing to be sited as all new homes built appear to sell very well. He gave details regarding a particular site within Wickham Market that Iain Jamie had stated possible interest in for future housing. There was a discussion whereby Steven Brown, SCDC gave details regarding the CIL allocation as a result of new developments. It was felt a policy could be written in respect of this proposed site. Bryan Archer asked why the Seagers site could not have been turned into a pub. The Chairman provided details regarding this site and confirmed due to cost implications this would not have been possible. However, he did report he was aware that the developer for the Seagers site was wanting to make a change to the current planning application that had been previously approved to which he gave details.

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 8th March 2016.

There being no further discussion the Chairman formally closed the meeting at 9:55pm
Both the Chairman and Colin Owens will be unavailable for the April meeting and hence
the date may have to slip slightly.

Signed:.....

Dated:.....