

**Minutes of the 42<sup>nd</sup> Neighbourhood Plan Committee Meeting held on  
Tuesday 11<sup>th</sup> December 2018 at 7:30pm in Wickham Market Resource Centre**

**Present:**

Cllr Dick Jenkinson (Chairman)  
Hannah Benstead  
Arthur Stansfield

Ray Lewis

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

Apologies were accepted from Cllr Cooke, Angela Hadley, Anne Westover and Colin Owens, George Hering, Wendy Slaney and Roger Theobald. Jo Peters the Parish Clerk was unable to attend and gave her apologies.

The Chairman commented that it was a poor turn out to the meeting. A third of the members are required for the meeting to be quorate and as there are 12 members on the Committee and 4 members were present the meeting was quorate.

The Chairman informed the members that SCDC would be publishing their next version of the Local Plan on 14 Jan 19 and we will have until 25 Feb 19 to comment.

**2. Public Forum**

There were no members of the public present.

**3. Declarations of Interest**

The Chairman declared a Non-Pecuniary Interest as he plays golf with James Holland (son of Simons Cross allotment site landowner)

**4. To approve the draft minutes of the Neighbourhood Plan Committee meeting held on Tuesday 9<sup>th</sup> October 2018**

The draft minutes of the Committee meeting held on Tuesday 13<sup>th</sup> November 2018 had been circulated to all members prior to the meeting. These were **Unanimously Approved** and signed by the Chairman as a true record of the meeting.

**5. Matters arising not covered elsewhere**

There were none.

**6. Review Neighbourhood Plan Action List and Schedule and record all completed and outstanding items**

Item 41.1 – The Clerk has sent the relevant documents to James Holland. - Complete

Item 41.2 – Committee members had sent comments to the Chairman on the draft NP – Complete.

Item 41.2 – Dick, Anne and Ray had met on three occasions prior to a meeting with Chris Bowden from Navigus Planning on 6 Dec 18 - Complete

Item 37.3 – Hacheston PC are aware of the comments that WMPC submitted regarding the emerging SCDC Local Plan – Complete.

Item 39.8 – Chairman sent amended version of the notes of a meeting held with Mark Edgerley and Stephen Brown on 12 Dec 18 – Complete

Item 40.10 – The Chairman agreed with AECOM on 16 Nov 18 that the draft NP would be ready for a "Health check" early in the new year – Complete

Item 40.11 – Chairman had invited Stephen Brown, SCDC, to the last meeting but will ask him to attend the meeting in Jan 19.

## **7. Draft Neighbourhood Plan Update**

The Chairman had circulated two versions of the draft NP before the meeting. One showed all the track changes and the other showed the document with all the changes that had been accepted. Further comments received from George Hering, Colin Owens and Anne Westover were considered at the meeting. It was agreed to incorporate the comments of George Hering and Colin Owens. Anne suggested that a hard copy of all the relevant documents was produced and kept somewhere – no decision was taken on this item. **Action 42.1: Chairman to incorporate comments into latest draft.**

The comments suggested regarding “Communities Come First” were to be incorporated into the latest track changes version of the NP. **Action 42.2: Ray Lewis**

The three documents produced by Dick concerning the Non-Designated Heritage assets were reviewed. It was agreed that they would be incorporated into one document.

**Action 42.3: Chairman**

A member of the public who has significant experience regarding Heritage Assets, Penny Bird, has suggested that the silo on the Old School Farm Site should be preserved. This request has come at a late stage as the Parish Council have already held a meeting with Hopkins Homes several months earlier where this was not mentioned. This structure was reviewed against the SCDC criteria and it was difficult to find more than one aspect which classified it as a Non-Designated Heritage Asset and at least two are required to qualify. In addition, whoever took ownership of the tower would face an ongoing maintenance cost would be difficult recoup. Consequently, it was agreed that the Chairman would write to Penny Bird to thank her for her suggestion, but state that it had been agreed not to include this asset. **Action 42.4: Chairman**

The documents relating to Local Green Spaces require additional work before they can be submitted to Chris Bowden. **Action 42.5: Ray Lewis**

The document regarding the comments of the school children was to be amended so that it is suitable to be a reference document. **Action 42.6: Chairman**

It was agreed that Chris Bowden should be asked for his opinion regarding who should be included in the Regulation 14 consultation. **Action 42.7: Chairman to ask Chris Bowden**

## **8. Programme and Budget Update**

The amended programme was discussed. It was agreed that the NP should be in a state to submit to SCDC for informal comment before Regulation 14 Consultation in early Jan 19. This would allow for Reg 14 Consultation to start at the beginning of Feb 19.

NP policies would be on show and also a few copies of the NP. The NP would also be put on the website.

**Action 42.8: Chairman to inform SCDC to expect the NP for informal consultation in early Jan 19.**

**Action: 42.9 Clerk and Colin Owens to review budget against new timetable and make any necessary changes.**

**Action:42.10: George Hering to be prepared to assist in producing the display boards.**

**9. Old School Farm Development – Engage Planning Report**

The Engage Planning Report giving a summary of all the comments received at the Hopkins Homes open day concerning the Old School Farm Development has now been received. This document was supposed to include all comments received, but the comments of Anne Westover have not been included. This has been raised with Armstrong Rigg. There may be other comments received that have also been omitted from the report. This gives concern regarding the accuracy and bias of the report which is meant to summarise all public comments received.

Dick was asked to circulate the Engage report to NP members (sent previously by Clerk on 26th Nov).

**Action 42.11: Chairman to circulate report**

**10. Any Other Business**

None.

**11. Date of next meetings**

The next Neighbourhood Plan Committee meetings will be held on Tuesday 8<sup>th</sup> January 2019 and Tuesday 12<sup>th</sup> February 2019.

There being no further discussion the Chairman formally closed the meeting at 8.35pm.

Signed:.....

Dated:.....