

**Minutes of the 2<sup>nd</sup> Neighbourhood Plan Committee meeting held on Monday 10<sup>th</sup> August 2015 at 7:30pm in Wickham Market Village Hall**

Present: Cllr Dick Jenkinson (Chairman)  
Bryan Archer  
Colin Owens  
George Hering  
Ray Lewis  
Cllr Robin Cooke  
Anne Westover  
Peter Wild  
Cllr Edna Salmon

In attendance: Jo Jones – Clerk to the Council and Heather Heelis (Clerk to Rendlesham Parish Council)

**1. Apologies for Absence**

Apologies were accepted from Cllr Patrick Roper and Dave Bescoby.

**2. To approve the draft minutes of the Neighbourhood Planning Committee meeting held on Thursday 25<sup>th</sup> June 2015**

Subject to a minor amendment these were proposed for **Approval** by Ray Lewis, Seconded by Bryan Archer.

**3. To welcome Heather Heelis, Clerk to Rendlesham Parish Council to the meeting and to receive a briefing/presentation regarding Rendlesham's Neighbourhood Plan**

The Chairman welcomed Heather Heelis to the meeting. The Chairman confirmed he was part of the SCDC Local Plan Working Group and advised he had been informed that there was no intention on SCDC's part to change their decision for the land at the Glebe allotment site back to suitable from unsuitable as stated within the proposed amended draft document. He advised at a recent meeting of the working group it had been confirmed that as a result of a recent court case to consider the law being changed regarding affordable dwellings it was agreed the current 1 in 3 ruling for dwellings forming part of new development had to be affordable would remain.

Heather Heelis provided a copy of the Neighbourhood Plan Presentation slides to all members. She confirmed the total cost of Rendlesham's Neighbourhood Plan was £17K to which she gave details. She provided details regarding the referendum & consultation process and stated how important the consultation process was to which she also gave advice on how to achieve the best results. Heather urged the Committee to seek Consultancy assistance as part of forming their Neighbourhood Plan. Finally, she provided advice regarding timescales of writing and completing a Neighbourhood Plan in line with the relevant consultation stages. The Chairman thanked Heather Heelis and asked the Clerk to formally record a vote of thanks to Heather for attending the meeting and for the advice given.

#### **4. Wickham Market Conservation Area Draft Appraisal – To consider the correspondence received**

A copy of this correspondence had been forwarded to all members. The Chairman provided further details regarding this matter and Anne Westover suggested that her response to the Local Plan consultation could also be fed into the response to this consultation, when received.

#### **5. Assets of Community Value – Glebe Allotment Site – To consider the correspondence received**

The Chairman confirmed the Glebe Allotment Site had now been listed as an Asset of Community Value with SCDC. He provided details regarding the recent letter received from Thompson Aflick and stated he felt that Mark Edgerley (SCDC) should consult with the Parish Council regarding this matter in order so that they could inform Parishioners.

It was pointed out that there has already been a public meeting at which the community determined that the glebe allotment and the adjacent field are unsuitable for development. This was reported by the PC to the SCDC in its letter of 24th February 2015. It was agreed that to return to the public now that 'inducements' are being offered is seen as totally inappropriate and reflect on the integrity of the PC and the public.

It was agreed that the Chairman would write to Mark Edgerley at SCDC to make the position clear on the unsuitability of these sites. **ACTION 2.1**

#### **6. Neighbourhood Plan Networking Forum – Thursday 1<sup>st</sup> October 2015 – 10am – 1pm, Riverside Centre, Stratford St. Andrew**

Details of this forum had been circulated to all Committee members. It was agreed Jo Jones, Peter Wild and Cllr Dick Jenkinson along with possibly Colin Owens would attend this forum. Jo Jones advised she would also ask Gillian Benjamin for a copy of the slides provided at the forum.

#### **7. Any other matters arising**

Cllr Cooke stated he felt this project would have a major impact on the Clerk and therefore the Parish Council would need to consider increasing her hours. It was agreed this matter would be raised at a future Council meeting. There was also a brief discussion regarding the Clerk possibly using the Resource Centre for office space going forward. It was agreed the next steps would be for all members to familiarise themselves with the Local Plan.

Colin Owens stated he felt a Project Plan is essential to identify all the steps and actions needed to take the group through the process of producing a Neighbourhood Plan. This was agreed and Colin and Ray (who are both experienced project managers) offered to prepare a draft for review. This was accepted. **ACTION 2.2**

In the discussion it was agreed to ask Heather Heelis if she would review our draft in the light of her experience and knowledge. **ACTION 2.3**

He stated he felt Wickham Market's vision needed to be thought about and suggested that members could begin to draft their thoughts.

**8. Public Forum**

There were no members of the public present.

**9. Date of next meeting**

It was agreed the next meeting of the Neighbourhood Planning Committee would be held on Tuesday 8<sup>th</sup> September 2015 and then going forward these would take place on the 2<sup>nd</sup> Tuesday of each month to which it was also agreed the Clerk would produce a schedule of meetings for 2015/16.

There being no further discussion the Chairman formally closed the meeting  
at 9:56pm

Signed:.....

Dated:.....