

**Minutes of the 4th Neighbourhood Plan Committee meeting held on  
Tuesday 13<sup>th</sup> October 2015 at 7:30pm in Wickham Market Resource Centre**

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

In attendance: Jo Jones – Clerk to the Council, Cllr Jeff Hallett, Chairman, Pettistree Parish Council

The Chairman welcomed Cllr Jeff Hallett to the meeting.

**1. Apologies for Absence**

Apologies were accepted from Dave Bescoby, Sue Dunham and Anne Westover.

**2. To approve the draft minutes of the Neighbourhood Planning Committee meeting held on Tuesday 8<sup>th</sup> September 2015**

Subject to amendments these were **Unanimously Approved**.

**3. To consider matters arising and actions from the Neighbourhood Planning Committee meeting held on Tuesday 8<sup>th</sup> September 2015**

**Action 2.1** The Chairman confirmed this action had now been **completed**.

**Action 2.3** Colin Owens reported he had sent a copy of the WM Draft Project Plan to Heather Heelis for her comments. He has compared both plans and they match favourably. This action is now **complete**.

**Action 3.1** This action is now **complete**.

**Action 3.2** It was agreed that Dick and Jo would look into and complete this.

**Action 3.3** This action is now **complete**.

**Action 3.4** - Not received as boundary area has not yet been finalised. The Chairman stated he felt he should have one more attempt in contacting Hacheston as to date he had only heard back from Pettistree.

**Action 3.5** This action is covered under agenda item 5 and is now **complete**.

**Action 3.6** This action is in hand.

**Action 3.7** Due to Anne Westover not being present this item was deferred. Bryan Archer reported he had reviewed this document and stated the information stating the dates of 1952 & 1963 in respect of the railway line on page 5 were not correct. He advised the date in respect of the war memorial was also incorrect. He reported on the 1989 Bovis Homes Appeal in respect of the Glebe Allotment Site and stated he felt the Glebe Allotment Site should be included within the Conversation Area and therefore he felt a letter should be sent on behalf of the Neighbourhood Planning Committee in order to request this.

**Action 3.8** This action is now **complete**.

**The George Inn Public House** - The Chairman confirmed that District Cllr Mark Amoss had voiced concerns that Montaque Investments were possibly not behind the re-building of the pub. He advised he was considering holding an open village meeting to consider the future of the George and invite SCDC and Montaque Investments representatives to attend. Some concerns were raised that a village meeting would not have much effect on getting any further with the restoration. It was agreed this matter would be an agenda item at the November Parish Council meeting.

**Action 4.1** Chairman to report back to the NP Committee following the Parish Council meeting.

**4. To consider the draft Terms of Reference prepared by Anne Westover and Jo Jones**

Subject to minor amendments this document was **Unanimously Approved**. The finalised Terms of Reference are attached.

**5. To consider and update the “Schedule for Neighbourhood Plan” Issue 1**

The plan was updated by Ray Lewis and the Chairman provided details of the proposed plan to Cllr Jeff Hallett. He confirmed the Glebe Allotment site had now been deemed as unsuitable within the Local Plan and gave details regarding Special Landscape Areas referring also to areas as to where it could be suitable to develop, if needed.

Cllr Jeff Hallett stated that Pettistree residents do rely on the services within Wickham Market but he raised concerns that if future development was to take place on the field adjacent to Wickham Place it would then make Pettistree feel like they were becoming a suburb of Wickham Market and therefore he felt it was vital that Pettistree were involved in Wickham Market’s Neighbourhood Plan process to which he gave details. There was a discussion and the Chairman stated this was to be a community led plan and advised as WMPC were looking to increase their precept to fund the Neighbourhood Plan over the next 3 years that Pettistree may also have to look to do so.

It was agreed the Chairman would write to Hilary Hanslip to confirm that further to this meeting Pettistree were now considering joining. **Action 4.2 – Chairman to write to Hillary Hanslip.**

Cllr Jeff Hallett confirmed this matter would be considered at the next meeting of Pettistree PC to be held on 4/11/15. The Chairman stated he would also be available to attend this meeting.

It was agreed if the Chairman had not received any responses from the other Parishes who had been invited to be involved by the next Committee meeting then he would assume that they did not wish to be involved.

It was agreed that the Schedule format would be amended to include an additional column to show where actions in minutes aligned with the Schedule Line items.

**Action 4.3** Ray Lewis to amend and update the Schedule.

With regard to consultation George Hering agreed to be the owner of Line Items 1.4. 1.5 and 1.6 and to work with Sue Dunham on their completion.

**6. Wickham Market Conservation Area Appraisal – To receive an update from Anne Westover**

Due to having received apologies from Anne Westover this matter was deferred. The Chairman stated he felt that properties within the Conversation Area should have to retain certain assets that enhance the area.

**7. Neighbourhood Plan Networking Forum – Thursday 1<sup>st</sup> October 2015 – To receive an update from Ray Lewis & Jo Jones**

Ray Lewis gave details of the forum attended by himself and Jo Jones. He confirmed the Chairman of Framlingham’s NP Committee had offered to come to the November Committee meeting in order to provide a briefing. There were No Objections for Ray Lewis to invite John Jones to attend. **Action 4.4 Ray to invite John Jones to November Committee meeting.**

Ray Lewis gave details regarding the amount of funding the committee would be entitled to apply for and provided information regarding the different stages where funding would be required. It was suggested the NP Committee could have a stall at the December Market. It was felt this would be beneficial and it was agreed this matter would be an agenda item at the next meeting. **Action 4.5 Stall at Xmas Market to be an agenda item at next meeting.**

Finally, Ray Lewis provided details regarding the Suffolk Observatory website.

**8. Any other matters arising**

In Sue Dunham's absence the Chairman gave details of an e-mail received from herself in which she raised concerns regarding the Neighbourhood Plan boundary. There was a brief discussion and her concerns were appreciated, but felt to be unfounded.

The Chairman suggested a public meeting could possibly be held in January 2016.

**9. Public Forum**

There were no members of the public present.

**10. Date of next meeting – Tuesday 10<sup>th</sup> November 2015**

There being no further discussion the Chairman formally closed the meeting at 9:30pm

Signed:.....

Dated:.....