

Minutes of the 14th Neighbourhood Plan Committee meeting held on Tuesday 9th August 2016 at 7:30pm in Wickham Market Resource Centre

Present:

Cllr Dick Jenkinson (Chairman)
George Hering
Colin Owens
Ray Lewis
Sue Jones
Cllr Edna Salmon
Arthur Stansfield (Working Group member)

In attendance: Jo Jones – Clerk to the Council

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

Apologies were accepted from Anne Westover. The Chairman also welcomed Wendy Stoney and Angela Hadley to the meeting.

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

Subject to amendments these were **Unanimously Proposed for Approval**. The minutes were signed by the Chairman as a true record.

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

The Action List was updated accordingly. The Chairman confirmed at the July Committee Meeting it had been agreed that a Working Group should be formed to input the questionnaire responses online. He advised himself and George Hering had since looked into this and a spreadsheet had been created in order for these to be inputted so the issues resulting from the questionnaire could be taken into consideration to which he gave further details.

Colin Owens provided details regarding the process that should take place in order to find the issues that come out as a result of the responses received. The Chairman he stated he felt the next step should be for the responses to be inputted onto the spreadsheet. There was an in depth discussion regarding the process for the identification of issues and Angela stated she felt the outcome should be that at the forthcoming Public Meeting the Committee could prove the issues that Parishioners had focussed on had been taken into consideration. The Chairman gave details regarding the Core Strategy Document & Site Allocations & Area Specific Policies and it was agreed that Ray Lewis, George Hering, Colin Owens and Sue Jones would meet on Friday 12th August 2016 to commence the inputting of the completed questionnaires. Angela volunteered to look into the Social policies required.

Action 14.1 - Angela to look into the Social Policies. 14.2 - Committee members to circulate spreadsheet after meeting on 12.9.16.

4. Housing Needs Assessment Document

The Chairman confirmed he had now circulated the final document. He gave details regarding the numbers stated for new homes within the Site Allocations and Area Specific Policy and reported as a result of the Housing Needs Assessment it had been suggested that Wickham Market would require between 35 -111 new homes. He reported he felt the newly compiled Housing Needs Assessment should carry more weight than the Local Plan document in respect of the allocation for new homes.

5. Heritage and Character Assessment including Landscape Appraisal

The Chairman confirmed that himself and Sue Jones had liaised with a representative from AECOM regarding this package to which he gave details. He advised they had suggested it could take around 4 months for them to complete this document and were now in the process of obtaining the correct authority required to proceed with the work. It was agreed the Chairman would chase Jon Rooney, AECOM and also suggest the Committee would be willing to meet with them in their office in Cambridge to discuss the proposed package further, if necessary. **14.3 – Chairman to chase John Rooney, AECOM.**

6. Neighbourhood Plan Leaflet Responses

The Chairman confirmed 110 responses had been received.

7. SCDC Policy Review

The Clerk circulated copies of both documents to Committee members. The Chairman gave details regarding the policies applicable to Wickham Market and advised he would now look into the relevant SSP policies applicable. **Action 14.4 – Chairman to look into relevant SSP Policies.** There was a brief discussion regarding some of the policies that would be applicable and the Chairman urged committee members to review these documents along with the SSP policies.

8. Communications Update

George Hering provided an update regarding the communications required in order to prepare for the forthcoming Open Public meeting. On behalf of the Committee the Chairman thanked both Edna and George for carrying out the door to door collection of the completed questionnaires.

9. Open Public Meeting 4th September 2016

It was suggested that an Extraordinary Committee meeting should be held on 30.8.16 at 7:30pm to discuss the final preparations for this meeting. The Chairman gave details regarding the process and schedule proposed and it was suggested that a flyer should be distributed to all households.

10. Any Other Business

It was agreed that Wendy Stoney, Angela Hadley and Arthur Stansfield should be Co-opted onto this Committee.

11. Public Forum

There were no members of the public present.

12. Date of next meeting

The next meeting of the Neighbourhood Planning Committee will be held on Tuesday 13th September 2016.

There being no further discussion the Chairman formally closed the meeting at 9:45pm

Signed:.....

Dated:.....