

**Minutes of the 28th Neighbourhood Plan Committee meeting held on
Tuesday 14th November 2017 at 7:30pm in Wickham Market Resource Centre**

Present:

Cllr Dick Jenkinson (Chairman)	
Angela Hadley	Hannah Benstead
Arthur Stansfield	Roger Theobald
George Hering	Wendy Slaney
Sonia Exton	Cllr Lisa Sanders

In attendance: Jo Peters – Clerk to the Council and Stephen Brown, SCDC

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

Apologies were accepted from Cllr Cooke, Ray Lewis and Anne Westover.

Richard Kitson Court (RKC) – The Chairman gave details regarding this facility and confirmed it was no longer being classified as Sheltered accommodation. He advised that despite the status changing all residents still had parking permits to which he raised concerns, especially in respect of those vehicles parking in the disabled bays displaying both a disabled and RKC permit. The Chairman advised he had written to Ray Herring, Leader of SCDC regarding this matter and confirmed he had now received a response from Richard Kerry to which he gave details. He confirmed that RKC was now classed as Sheltered Social Housing and not just Sheltered. The Chairman advised the building was owned by Flagship but SCDC allocated the housing and Orwell provided the care facility for those residents with buzzers. He confirmed he had also met with Kevin May, SC Norse to look at the car parking bays within the Chapel Lane car park and he had recommended that he contacted the Blue Badge Fraud Officer. Roger Theobald gave details regarding RKC and stated some of the residents were very concerned regarding the changes to this facility.

Angela Hadley raised concerns regarding the changes to RKC and stated she felt this matter should definitely be included within the Neighbourhood Plan and that a policy would need to be written to ensure this facility/provision is adequate going forward.

2. Declarations of Interest

George Hering declared a Pecuniary Interest as he is Director of IBIS Marketing Ltd.

3. To approve the draft minutes of the Neighbourhood Plan Committee meeting held on Tuesday 10th October 2017

The draft minutes were **Unanimously Approved** and signed by the Chairman as a true record.

4. To note the outcome of the meeting held on 8th November 2017

The Chairman gave details regarding the Neighbourhood Plan Options document and recommended that all comments should be sent to him by 5th December 2017.

Action 28.1 - Clerk to send a reminder to all Committee members.

5. To review the Neighbourhood Plan Action List

The Chairman reported the draft Landscape Appraisal was still being reviewed by Anne Westover and Ray Lewis as it appeared some amendments were required. Concerns were raised and it was felt that only factual amendments could be suggested.

The Chairman provided details regarding a contact who may be able to assist George Hering in engaging with the youth. George Hering stated he had recently engaged with some members of the youth at the recent Big Draw event to which he gave details.

6. Simons Cross Allotments

The Chairman gave details regarding an informal meeting held with James Holland on 13th November 2017. He reported this was the first time the Parish Council had been formally briefed in respect of his proposals to move the Simons Cross allotment site to enable the existing site to be developed with up to possibly 20 homes. The Chairman confirmed that James Holland is quite happy to carry this development out over a two-year period and stated that in principle all Parish Councillors in attendance at this meeting felt it would be beneficial for the allotments to be moved in order to gain better long term security. The Chairman provided details regarding the possible development and access to the site. He reported that James Holland had suggested that an enhancement of the Simons Cross Play Area could be carried out and this area could possibly be transferred to the Parish Council. The Chairman advised that it was felt it would be preferred if the Parish Council continued to manage both allotment sites and it had been agreed that the E & L Committee would meet with James Holland and representatives from Wickham Market Allotment Association. Finally, the Chairman reported that James Holland would be willing to work closely with the Parish Council and the Neighbourhood Plan Committee in respect of the Affordable Housing element of the proposed development.

7. Site Options & Assessment

The Chairman reported that himself and Colin Owens had met with Una McGaughrin from AECOM. He confirmed they had shown her all around Wickham Market and visited all 27 sites. He confirmed that Una had carried out some work before her visit to which he gave details. The Chairman advised that Una had guaranteed that the draft Site Options & Assessment would be received by 20th December 2017. He explained that the draft Landscape Appraisal had been sent to Una but any factual amendments to this documents would be forwarded on.

8. Payment Schedule for Navigus Planning

The Chairman asked the Clerk to write to Chris Bowden at Navigus Planning in order to formally accept his agreed quotation and request a payment schedule based on deliverables. **Action: 28.2 – Clerk to write to Chris Bowden.**

9. Any Other Matters Arising

Sonya Exton raised concerns regarding local residents being able to afford to downsize home. The Chairman gave details regarding Community Land Trusts and stated he felt the Committee should bear this option in mind.

10. Public Forum

There were no members of the public present.

11. Date of next meetings

The next Neighbourhood Plan Committee meetings will be held on Tuesday 12th December 2017 and Tuesday 9th January 2018.

There being no further discussion the Chairman formally closed the meeting at 9:15pm

Signed:.....

Dated:.....