

**Minutes of the 36th Neighbourhood Plan Committee Meeting held on
Tuesday 19th June 2018 at 7:30pm in Wickham Market Resource Centre**

Present:

Cllr Dick Jenkinson (Chairman)	
Anne Westover	Sonya Exton
Ray Lewis	Roger Theobald
Angela Hadley	Colin Owens

In attendance: Jo Peters – Clerk to the Council

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

Apologies were accepted from George Hering, Cllr Cooke, Arthur Stansfield, Wendy Slaney and Hannah Benstead. Cllr Clune was absent.

2. Declarations of Interest

Anne Westover declared a Non-Pecuniary Interest as she is Director of Westover Landscapes.

3. To approve the draft minutes of the Neighbourhood Plan Committee meeting held on Tuesday 15th May 2018

These minutes were **Unanimously** proposed for **Approval** and signed by the Chairman as a true record of the meeting.

4. Review Neighbourhood Plan Action List and record all completed and outstanding items

The Action List was updated accordingly.

5. Open Meeting Questionnaires

The Chairman reported 104 completed questionnaires had now been received to which he provided details regarding the comments made. He confirmed there was firm support for development of the Simons Cross allotment site and 72% supported development of the Old School Farm site. It was agreed a summary of this document should be compiled. **Action 36.1 – Dick to produce a summary document.** Angela Hadley stated when the youth are consulted a different style summary document would need to be produced.

6. Visit to Wickham Market Primary School

Roger Theobald and Angela Hadley provided information regarding their recent visit to Year 6 pupils at Wickham Market Primary School along with Hannah Benstead. They reported some of the issues/concerns raised were related to traffic & parking, quality of parks and Anti-Social Behaviour to which Roger gave details. Roger confirmed it had been suggested an idea of liaising with the youth could be via school assemblies /homework. Angela confirmed a summary was now in the process of being compiled detailing the responses from the Year 6 pupils. It was also suggested the pupils could possibly create a piece of artwork in relation to the Neighbourhood Plan to which Angela gave details. The Chairman thanked Angela Hadley, Roger Theobald and Hannah Benstead for carrying out this visit.

7. Old School Farm Development

The Chairman reported Robert Eburne from Hopkins Homes had attended an informal meeting with the Parish Council and members of the Neighbourhood Plan Committee on 15th May 2018.

He confirmed that Robert Eburne had provided details regarding their proposals for the site but did not have a detailed plan available as this stage to which he provided clarification. The Chairman reported Robert Eburne had stated that Hopkins Homes were proposing to have completed building their first home by April 2022 and had agreed the former School building should remain, there should be no access onto Walnuts Lane and the Penny field would not be developed. The Chairman provided details regarding CIL payments and confirmed currently CIL is £1.86 per square metre. He confirmed Robert Eburne had also confirmed that 1 in 3 homes would be affordable homes as per the statutory rule. Anne Westover gave details regarding affordable housing programmes to which Colin Owens stated a policy needed to be implemented in respect of Affordable Housing.

The Chairman and Anne Westover provided details regarding a site visit the Neighbourhood Plan members carried out on Monday 18th June 2018 at the Old School Farm site and confirmed the following matters were discussed:-

- Site area itself
- Use of Penny Field
- NP Land Parcel 6
- Separation to Pettistree
- Setting of non-designated heritage assets
- Type/Mix area of housing
- Sustainable energy requirements/parking requirements
- Use of Old school building
- Possible public car park to which Anne gave additional details.
- Access point options
- Links to village and countryside

Angela Hadley gave details of a suggestion that could be adhered to in order to liaise with Hopkins Homes going forward which included engaging with non-members of the Parish Council. Anne Westover suggested a letter could be sent to Hopkins stating the Parish Council would like to engage but this needed to be in line with the correct timeframes. There was a discussion regarding the proposed Hopkins Homes Public Consultation event and it was felt that maybe the Committee should have met with Hopkins Homes prior to the Consultation event. It was felt it could be beneficial if the Neighbourhood Plan Committee could also have their proposals up in the Village Hall in respect of this site including the views gathered from members of the public at the recent Open Day. Anne Westover stated she felt a meeting did not need to be held prior to the Consultation. It was agreed the Chairman would compile a letter to Hopkins Home prior to the consultation event to set out the view of the Neighbourhood Plan Committee in respect of this development request an electronic copy of their proposals to be received by 10th July 2018 in order so the Committee could review these at their next meeting.

Action 36.2 – Chairman to compile letter to Hopkins Homes.

Angela Hadley stated that intermediaries should be working with Hopkins going forward including non-Parish Council members. The Chairman suggested Hannah Benstead, Ray Lewis, Sonya Exton, George Hering and Arthur Stansfield could be part of this Liaison Group. It was agreed the proposed Liaison Group's remit needed to be clear and Colin Owens suggested a formal Terms of Reference for this group should be drawn up. **Action 36.3 - Angela Hadley to compile Terms of Reference for Liaison Group.**

8. Review Programme and develop budget

The Chairman had compiled and circulated a programme of future work needed to complete the Neighbourhood Plan. There was a brief discussion regarding the work required and it was agreed the next step would be to agree the policies to be included within the plan taking into account the Options document. Dick stated a meeting could be held with Chris Bowden in July to which it was agreed the Chairman along with Anne Westover and Wendy Slaney would attend this meeting. **Action 36.4 - Chairman to schedule meeting with Anne, Wendy and Chris Bowden.** It was also agreed timeframes needed to be considered in order for the Clerk to apply to Locality for funding. **Action 36.5 - Jo and Colin to meet to discuss applying for funding.**

9. Policy Work

It was agreed that Anne Westover would meeting with Chris Bowden to take this matter forward.

10. Any Other Matters Arising

Colin Owens reported a proposal from a member of the public asking for residents parking had been received. He confirmed the Traffic & Parking Working Group were in the process of compiling a public questionnaire to which he gave details. There was a brief discussion and it was agreed this matter should be under the remit of the Neighbourhood Plan Committee going forward. It was also agreed the questionnaires should be returned to the Post Office or the Resource Centre.

Ray Lewis advised he felt the Working Groups needed updating within the website.

Action 36.6 – Ray Lewis to update website.

11. Public Forum

There were no members of the public present.

12. Date of next meetings

The next Neighbourhood Plan Committee meetings will be held on Tuesday 10th July and Tuesday 14th August 2018

There being no further discussion the Chairman formally closed the meeting at 10:00pm

Signed:.....

Dated:.....