

**Minutes of the 56th Neighbourhood Plan Committee Meeting held on
Tuesday 11th February 2020 at 7:30pm in Wickham Market Resource Centre,
Meeting Room**

Present:

Cllr Dick Jenkinson (Chairman)	
Ray Lewis	Cllr Ivor French
George Hering	Arthur Stansfield

Officer in attendance: Jo Peters, Parish Clerk
There were 2 members of the public present.

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

The Chairman welcomed all whom had attended. Apologies were accepted from Cllrs Cooke, Exton and Westover, Colin Owens and Roger Theobald.

The Chairman advised the Clerk had been seeking guidance on various matters and it had come to light in his view that this group should have been set up as a Working Group instead of a Committee due to the rules that Committees are bound by. He stated there would be no change now but if the Neighbourhood Plan was repeated a Steering Group would be set up instead of a Committee.

2. Declarations of Interest

There were no additional declarations of interest to report.

3. To approve the draft minutes of the Neighbourhood Plan Committee meeting held on Tuesday 14th January 2020

Subject to a minor amendment to the date in item 9, these were proposed for **Approval** by Cllr French, Seconded by George Hering. **All in Favour**. The minutes were signed by the Chairman as a true record of the meeting.

4. Matters arising not covered elsewhere

There were none. The Clerk confirmed going forward this agenda item would be removed.

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

The Action List was updated as follows:

54.3 – The Chairman confirmed he had re-circulated the Basic Conditions Statement on 21.1.2020 and still had not received any comments so assumed the Committee was happy with its content.

55.2 – Complete.

55.3 – Clerk to contact Locality regarding funding available.

55.4 – The Chairman confirmed he had spoken with Chris Bowden and he had advised there was an amount of £950.00 outstanding from him. Clerk still to request costings for pre-submission advice.

55.5 – Complete.

55.6 – Consultation Statement – Still outstanding and to be compiled by the Chairman.

55.7 – Complete.

55.8 – Complete.

6. NP progress and next steps

a) Old School Farm site

The Chairman reported a meeting had been held with the landowner of the Old School Farm site and this was attended by himself, Cllrs French and Westover, Colin Owens, the landowner and Oliver Johnson, Clarke & Simpson. He confirmed the notes taken by the Clerk had now been sent to the landowner for his approval. The Chairman reported that advice from Chris Bowden was it was important the landowner should comment and comment positively at Regulation 16 stage in respect of this policy.

The Chairman stated the changes to the WICK 12 policy were suggested as follows:-

- The boundary would not include the Penny Field and confirmed that Chris Bowden had stated an error had been made as this land should have been included within the original policy, but perhaps this was fortuitous.
- Wording regarding the proposed cemetery extension would be removed.
- Access would be via the B1438.
- The Old School Building would be retained as Community/Business use.

The Chairman confirmed that Oliver Johnson had confirmed that the desire for a footpath on the Southern boundary could remain.

The Chairman stated as the Committee were happy with the boundary in respect of this policy he could write to Andrea McMillan, ESC and request her to commence with the Habitats Regulation Assessment.

The Chairman stated the Penny Field would also be taken out of the Local Green Space policy to which he gave details.

b) Simon's Cross Site access

The Chairman reported this matter had been discussed at length in working group meetings held. He confirmed the Clerk had written to Andrea McMillan, ESC and Ben Chester, SCC and reported on the responses received and advice given by Andrea McMillan regarding the ransom strip. He confirmed that Ben Chester had stated access between 101 and 103 Simons Cross would be acceptable. He also confirmed that Andrea McMillan had confirmed the location of the ransom strip and had stated that if the access between 101 and 103 Simons Cross was used then there should also be a pedestrian and cycle access between 57 and 59 Simons Cross.

The Chairman confirmed that Chris Bowden, Navigus Planning had stated the Committee did not have to specify the access to developments but had to ensure that access is possible, so in fact either access mentioned above would be possible. However, access should not be via the B1078 and recommended the policy should be amended to this effect. **Action 56.1 - Ray Lewis to amend the policy.**

The Chairman reported on a previous comment regarding the drainage at Simons Cross made by Ben Chester, SCC and stated he felt this specific piece of information should be made available to the landowner. **Action 56.2 - Clerk or Cllr Chenery to send these comments to the Landowner.**

It was agreed the Committee should emphasise that pedestrian and cycle routes need to be provided between 57 and 59 Simons Cross. Queries were made as to who owns Little Lane and it was agreed the Committee would request Cllr Chenery to look into who owns this lane. **Action 56.3 – Clerk to liaise with Cllr Chenery regarding Little Lane ownership.**

c) Habitats Regulation Assessment

The Chairman confirmed that Andrea McMillan, ESC could now commence with this work as the Old School Farm site boundary had been agreed.

d) Basic Conditions Statement

The Chairman confirmed no comments had been received.

e) Strategic Environmental Assessment

The Chairman confirmed that Chris Bowden had commenced this work and now the boundary to the Old School Farm site had been confirmed he could re-commence in completing this work.

f) Consultation Statement

The Chairman confirmed this was still to be completed.

Ray Lewis asked if discussion was going to be held regarding matters relating to the WICK 9 policy. The Chairman stated that Chris Bowden had confirmed if the Committee were removing items from the Neighbourhood Plan there was no need to go out to Regulation 14 Consultation again. It was agreed that further discussion regarding this policy was required and Ray Lewis suggested this could be held at a working group meeting.

The Chairman reported on ESC's proposed changes to off street parking. He confirmed once the formal consultation paper had been received formal representations could be submitted. He advised for the purpose of the Neighbourhood Plan it would be good to assume the monthly season scheme that is in place would remain the same. He advised ESC are proposing to change the names of the car parks within Wickham Market and Cllr French raised concerns regarding the provision of parking for the GP's from Wickham Market Medical Practice. The Clerk provided further information and stated once the formal consultation had been received, she would be campaigning for the £10 car park permits to remain at the same cost.

Ray Lewis reported the Peoples & Places survey had stated that the view of the public was that parking was not bad in Wickham Market. This might indicate that there was not a need for an 80 space car park and in his view a suitable site for a new car park would be on the land between the Bowls Club and the Co-op, but there are drainage issues. The Chairman reported on comments made by landowner in respect of the ditch at the recent meeting held and stated he did not want any surface water from the Village Hall going into his ditch and suggested the Parish Council should dig a soakaway within their land in order to drain this water. The Clerk confirmed this land was owned by the Parish Council and could be considered for a suitable site for a car park but stated as this matter was not a formal agenda item this discussion should be deferred to a future meeting as part of a formal agenda item.

7. Review Schedule

The Chairman stated the Regulation 14 responses had now been reviewed and the draft plan amendments were almost complete. The Chairman asked when the Committee thought the draft plan would be ready to go to Regulation 16 stage and it was agreed the amendments to be plan could be completed by the next Committee meeting.

It was agreed the Chairman would ask Andrea McMillan, ESC for a possible completion date for the Habitats Regulation Assessment and due to time frames he would circulate the Basic Conditions Statement again to all Committee members. Cllr French suggested amendments in relation to the objectives wording in respect of the cemetery and suggested page 10 should read “ensure adequate future land provision”. There were **no objections** to this amendment.

The Chairman confirmed that Chris Bowden had been sent a copy of the notes of the meeting held with the landowner of the Old School Farm Site and he is going to go through those. He stated that Cllr Westover had suggested that a meeting with Andrea McMillan, ESC and Chris Bowden, Navigus Planning would be useful and suggested this meeting should be arranged within the next two weeks in order to discuss matters that require advice. **Action 56.4 - Chairman to arrange meeting and suggest suitable dates of 25th or 26th February 2020.** It was also agreed that a working group meeting would be held at Ray Lewis’s home on 18.2.2020.

8. Any Other Business

The Clerk confirmed this agenda item would be removed from future agendas and would be replaced with Any matters of report and items for the next meeting.

The member of the public present stated in her view the Neighbourhood Plan needed to remain as a Committee as it would be a shame if members of the public could not attend these meetings. The Chairman confirmed the Neighbourhood Plan Committee would remain as a Committee. She made enquiries regarding the Constitution to which the Chairman and Ray Lewis provided clarification.

She also made enquires regarding matters relating to the Traffic & Parking Working Group and their minutes to which the Chairman provided clarification. She raised concerns regarding the proposed changes to car parking and it was suggested that members of the public responding should also send a copy of their response to the formal consultation to the Parish Council.

9. Date of next meetings

The next Neighbourhood Plan Committee meetings will be held on 10th March and 14th April 2020.

There being no further discussion the Chairman formally closed the meeting at 9:00pm

Signed:.....

Dated:.....