

Minutes of the 60th Neighbourhood Plan Committee Meeting held virtually on Tuesday 13th October 2020 at 7:00pm via Zoom

Present:

Cllr Dick Jenkinson (Chairman)
Ray Lewis
Roger Theobald
Cllr Robin Cooke
George Hering
Cllr Anne Westover

Officer in attendance: Jo Peters, Parish Clerk. Cllrs French, Sanders & Horsnell were present.

1. Zoom Meeting Protocol Guidance

Cllr Jenkinson provided details regarding the Zoom Meeting Protocol Guidance.

2. Open Public Forum (Maximum 5 minutes)

There were no members of the public present.

3. Chairman's opening remarks

The Chairman reported a request had been received from Sunila Osborne at Community Action Suffolk asking if a Housing Needs Survey should be carried out within Wickham Market. It was agreed it was a good idea to meet with Sunila Osborne along with Andrea McMillan from ESC to consider this request further. **Action 60.1 – Chairman to arrange meeting with Andrea McMillan and Sunila Osborne.**

4. To receive apologies for absence

Apologies were accepted from Cllr Sonya Exton and Arthur Stansfield.

5. To receive declarations of pecuniary and non-pecuniary Interests

There were no additional declarations of interest to report.

6. To approve the draft minutes of the Neighbourhood Plan Committee meeting held on Tuesday 15th September 2020

These were proposed for **Approval** by Ray Lewis, Seconded by Roger Theobald. It was **RESOLVED** these minutes should be signed by the Chairman when convenient as a true and correct record.

7. Matters outstanding since the last meeting and to update Action List

The Chairman gave details regarding actions carried out since the last meeting, as follows:-

59.1 – Chairman to inform Cllr French regarding response deadline for the Planning White Paper. Completed by Jo Peters on 5.10.20. Cllr French confirmed a response to this consultation was due to be compiled by himself and the Clerk.

59.2 – Cllr Westover to provide comments on the Simons Cross proposals. Completed. Cllr Westover confirmed she had sent some bullet points out ahead of the Parish Council meeting held on 21.9.2020. She advised she had been contacted by Martin Price at East Coast Planning who had asked if he was able to have a copy of these comments. Committee members noted the informal comments raised by Cllr Westover in respect of this proposal. It was agreed these comments should be circulated to all Committee members and once agreed the Parish Clerk could forward them onto Martin Price.

Action 60.2 – Cllr Westover to send informal comments to all Committee members.

59.3 – Chairman to forward comments from Andrea McMillan to all Committee members. Completed 18.9.20.

59.4 – George Hering, Ray Lewis and Cllr Jenkinson to update draft Neighbourhood Plan. Ongoing work completed on 22.9.20.

59.5 – Consultation Statement – Chairman confirmed this was still to be completed.

Concerns were raised by Cllr Westover and Ray Lewis regarding the doodling that appeared on the screen at the September Parish Council meeting. The Parish Clerk confirmed this matter was being followed up with Zoom.

Cllr Westover confirmed the Sizewell C DCO response had been sent on 28.9.2020 and advised that EDF were now finally moving forward with some traffic mitigation options and some traffic surveys would be carried out within the village.

8. ESC Local Plan Approval

The Chairman reported this had been adopted on the 23.9.2020 and therefore the Neighbourhood Plan would require updating.

Cllr French was absent from items 9 and 10 below due to internet issues

9. Planning Application DC/20/3264/FUL – 134 dwellings in Pettistree, but within the Wickham Market settlement boundary

The Chairman reported a draft response had now been compiled by the Planning Committee and asked if the Neighbourhood Plan Committee had any additional comments they would like to include within this response. Concerns and comments in respect of the draft response were noted from Cllr Jenkinson and Cllr Westover. Ray Lewis suggested that a separate letter from the Neighbourhood Plan Committee could be sent. However, it was agreed a separate letter from the Neighbourhood Plan Committee should not be sent and it was **RESOLVED** the Neighbourhood Plan Committee would forward suggested comments relating to the Neighbourhood Plan policies to be included within the currently drafted response. Cllr Sanders, the signatory of the letter as Chairman of the Planning Committee, was happy with this approach.

Action 60.3 – Cllr Westover to send suggested amendments to the Parish Clerk in order for these to be considered to be included within the Planning Committee's response.

10. Request by Landowner to develop Jubilee and Low Farm Fields

The Chairman confirmed the Parish Council had considered this request at their September meeting and it had been **RESOLVED** this land allocation should not be included within the Neighbourhood Plan. However, the landowner's representative had asked for her correspondence, sent just prior to the Parish Council meeting, to be considered and responded to within 30 days. The Chairman confirmed he had compiled a draft response to the landowner's representative and had sent this out for comments from the Neighbourhood Plan Committee and Parish Council. The letter had been amended to include comments received. He confirmed Cllr Ivor French had requested that this response should not be sent until a decision had been given in respect of the Old School Farm site.

Cllr French re-joined the meeting

11. Old School Farm update

The Chairman reported he had chased Oliver Johnson to ask if the Old School Farm site was still being put forward for development by the landowner's family. He had now received a response confirming that Oliver Johnson had not yet had a chance to liaise with the landowner's family.

Ray Lewis suggested to the Chairman that as a result of this, the response to the landowner's representative for Jubilee and Low Farm Fields should be sent. Cllr French gave permission for this response to be sent. **Action 60.4 – Chairman to forward response to landowners' representative.**

12. NP progress and next steps

a) To consider amendments to the Neighbourhood Plan

Ray Lewis confirmed most of the amendments carried out were to Section 7 – Traffic & Parking and as a result of these it had been agreed there was a need for the 2014 traffic report to be updated as this is referred to within the Neighbourhood Plan. The Chairman advised that amending the 2014 traffic report would be much easier than amending the 2020 traffic report. The Parish Clerk asked what would happen to the 2020 traffic report and the Chairman confirmed items from the 2020 report could be included within the amended 2014 report. Cllr Westover also confirmed some items from both these reports had been included within the traffic mitigation options in respect of Sizewell C. She also stated now that the Areas to be Protected from Development policy had been removed from the ESC Local Plan this may now require a separate equivalent policy within the Neighbourhood Plan. **Action 60.5 – Ray Lewis to go through the draft Neighbourhood Plan to ensure it coincides with the adopted Local Plan policy references and consider the rewording of the Simons Cross policy.**

b) Consultation Statement (update)

The Chairman confirmed he was still working on this document.

c) Habitats Regulation Assessment (update)

The Chairman confirmed he had not received an update from Andrea McMillan, ESC.

13. Matters of report and items for the next meeting

Ray Lewis asked the Chairman for a Neighbourhood Plan Chairman's update which could be put onto the Neighbourhood Plan website. **Action 60.6 – Chairman to provide Ray Lewis with a Chairman's update.**

Ray Lewis asked the Parish Clerk to send him copies of the minutes without the draft watermark on so he could put these onto the Neighbourhood Plan website. **Action 60.7 – Parish Clerk to forward Ray Lewis minutes for website.**

14. Date of next meetings

The next Neighbourhood Plan Committee meetings will be held on 3rd November and 8th December 2020 (please note the November meeting is to be held on the 1st Tuesday due to the Chairman being away on 10th).

There being no further discussion the Chairman formally closed the meeting at 8:05pm

Signed:.....

Dated:.....