

Minutes of the 23rd Neighbourhood Plan Committee meeting held on Tuesday 20th June 2017 at 7:30pm in Wickham Market Resource Centre

Present:

Cllr Dick Jenkinson (Chairman)	
Colin Owens	Angela Hadley
Ray Lewis	Anne Westover
Wendy Slaney	Hannah Benstead
Arthur Stansfield	Cllr Robin Cooke
Roger Theobald	Cllr Lisa Sanders

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.

The Chairman reported that Sue Jones had now resigned from this Committee. The Chairman welcomed Cllr Lisa Sanders to the meeting.

2. To approve the draft minutes of the Neighbourhood Plan Committee meeting held on Tuesday 9th May 2017

Subject to a minor amendment 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 9th May 2017 and the updated Neighbourhood Plan Action List

The Action List was updated accordingly.

Ray Lewis asked for information regarding the conversation held at the May meeting regarding Andrew Dutton being asked to refer any further queries to Stephen Brown, SCDC to which the Chairman provided clarification.

Colin Owens provided details regarding funding already applied for and future funding required to cover necessary expenditure going forward. He gave details regarding the option for Consultancy assistance in the future and provided information regarding Navigus Planning and the services they could offer. He confirmed Chris Bowden from Navigus Planning had now sent a quotation for the work required to which he confirmed had been circulated by Jo Peters. Colin Owens stated that some of the work required the Committee would be able to get for free by using Aecom.

Colin Owens confirmed the items of work to be carried out within the next 6 months would include the following:-

Landscape Appraisal – £5,000 to be paid for by the Parish Council (from Earmarked Reserves)

Angela Hadley stated the Landscape Appraisal should not be open to amendments suggested by the general public.

Site Assessment & Options – This work could be carried out for free via Aecom

Prioritise Visions, Objectives & Projections – Committee to carry out

Drafting of Policies – Consultancy led

Drafting of Plan – Consultancy led

Angela Hadley raised concerns that the Social Issues would not be covered and stated that during the Site Assessment & Options work it was vital that this matter is included. Wendy Slaney stated she felt the work required within the next six months needed formal decision making when the Committee selected a Consultant. Colin Owens stated he was not willing to carry out the review and tender process for selecting a Consultant. There was a brief discussion and it was suggested that one further Consultancy should be contacted to provide a quotation for the work required. It was also suggested that a small working group should be formed in order to obtain this quotation. There was a formal vote that a small working group should be formed to collate this information so this matter could be formally considered at the July meeting. **All in Favour.** It was agreed the working group would consist of Jo Peters (to advise only), Ray Lewis, Dick Jenkinson and Anne Westover. **Action 23.1 – Members of working group to carry out actions as agreed.**

Anne Westover suggested the Chairman should contact Aecom regarding the scope of the future work to be carried out, especially the Site Option & Assessment as to date the Committee had not been entirely happy with some of the work they had produced.

Action: 23.2 – Dick Jenkinson to contact Aecom.

4. Landscape Appraisal update

Jo Peters provided details regarding an e-mail received from Lucy Batchelor-Wylam. It was agreed Jo would ask Lucy for an update and request for the draft Landscape Appraisal to be sent by 11th July, if possible. **Action 23.3 – Jo Peters to ask Lucy Batchelor-Wylam for an update.** It was also agreed that Jo Peters should go back to Lucy stating the Committee would prefer an individual assessment to be carried out by herself. There was an in-depth discussion and it was agreed that Dick and Anne would compile a response to Lucy. **Action 23.4 – Dick Jenkinson and Anne Westover to compile a response to Lucy Batchelor-Wylam regarding the importance of the assessment being independent.**

5. Review Site Evaluation Principles Rev 2 draft document

A copy of this document had been circulated to all Committee members. Angela Hadley provided further details regarding this document and the Chairman asked Committee members to submit comments to himself in respect of this document. **Action 23.5 - Committee to circulate thoughts back to Chairman. Action 23.6 - Chairman to amend Site Evaluation Principles and circulate.** Angela Hadley stated sites for possible future development had been suggested but other sites may become available over the next 20 years that have not been flagged up nor considered to which the Chairman provided clarification.

6. Any other business

The Chairman informed the Committee that an area of land had come up for sale next to The Drift to which himself and Anne Westover provided details. Anne Westover stated she had contact details of a developer that builds custom housing. Ray Lewis raised concerns regarding the Neighbourhood Plan Financial Spreadsheet to which the Chairman and Colin Owens provided clarification.

7. Public Forum

There were no members of the public present.

8. Date of next meeting

The next Neighbourhood Plan Committee meeting will be held on Tuesday 11th July 2017.

There being no further discussion the Chairman formally closed the meeting at 9.50pm

Signed:.....

Dated:.....