

**Minutes of the 48th Neighbourhood Plan Committee Meeting held on
Tuesday 11th June 2019 at 7:30pm in Wickham Market Resource Centre**

Present:

Cllr Dick Jenkinson (Chairman)	
Roger Theobald	Cllr Ivor French
Hannah Benstead	Cllr Fiona Parker
Anne Westover	Ray Lewis
Arthur Stansfield	Cllr Robin Cooke
Cllr Sonya Exton	

In attendance: Jo Peters, Parish Clerk. There were 10 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 Wendy Slaney, George Hering and Colin Owens. Angela Hadley was not present.

2. Public Forum

A member of the public read a statement which he said had been written on behalf of 6 local residents. He also asked the Clerk to attach a copy of this statement to the minutes. The Chairman thanked the member of the public for his comments and stated these had been noted.

3. Declarations of Interest

The Chairman declared a Non-Pecuniary Interest as he plays golf with James Holland (son of Simons Cross allotment site landowner). Anne Westover declared a Pecuniary Interest as she is Director of Westover Landscapes. Fiona Parker declared a pecuniary interest in the Mill Lane Car Park.

4. To approve the draft minutes of the Neighbourhood Plan Committee meeting held on Tuesday 14th May 2019

Subject to amendments put forward by Cllr Parker these were **Approved** by the Committee. On behalf of the Committee and the Clerk the Chairman thanked Anne Westover for taking the minutes of this meeting. It was agreed the Clerk would amend these minutes and circulate in order for the Chairman to sign as a true record of this meeting.

5. Matters arising not covered elsewhere

There were none.

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

The Action List was updated accordingly.

7. Review Schedule

The updated schedule had been circulated prior to the meeting. **Action 48.1 – Cllr Parker and Anne Westover to complete Regulation 14 Consultation comments on table.** The Chairman stated once all responses had been inputted a sub Working Group Meeting to consider these responses and their impact on the Neighbourhood Plan should be held. It was agreed a meeting would be held at 7:00pm on Wednesday 3rd July 2019.

The Chairman gave details regarding the response he had now received from Una McGaughrin, AECOM in respect of matters raised by Andrew Dutton within his Regulation 14 Consultation response. The Chairman also provided information in respect of the land behind the Glebe Allotment site and referred to the SHELAA document. The Chairman **closed the meeting** to allow a member of the public to comment. A member of the public asked for a link to the SHELAA document to be sent out via the Round Robin. **Action 48.2 – Chairman to send link to SHELAA to be sent out via Round Robin. Action 48.3 - Chairman to forward a copy of Una McGaughrin’s response to all members.** The same member of the public stated that he was aware many of the Regulation 14 Consultation responses had stated there is not a need for a new car park. The Chairman thanked the member of the public for his comments and **reconvened the meeting**. The Chairman stated he had recently circulated a document on the rationale for a new car park as it seemed that a number of respondents to the Regulation 14 consultation did not perceive that there was a need. Some members stated they had not received this document. **Action 48.4 – Chairman to circulate to all members.**

The Chairman also provided details in respect of the percentages taken from the Regulation 14 Consultation responses received whom were in favour of the siting of a new car park at Mill Lane.

The schedule was updated accordingly.

Anne Westover suggested the Clerk should ask James Meyer, ESC to chase Natural England for a Regulation 14 Consultation Response. **Action 48.5 – Clerk to liaise with James Meyer, ESC.**

8. To note that a request has been received for Ibis Marketing/Chair of the Marketing Committee to give a presentation or written update of the NP marketing strategy and its effectiveness to date

The Chairman stated that George Hering had forwarded the Marketing Strategy and Effectiveness update document and this had been circulated to all members prior to the meeting. Ray Lewis stated the Communications Working Group/Strategy was agreed at the start of the NP process and is on the website. The Chairman advised that George Hering had now resigned from the Communications Group and from carrying out any future publishing work for the Neighbourhood Plan Committee.

Cllr Parker volunteered to take on the role in which George Hering previously carried out subject to assistance and guidance.

Cllr French raised concerns regarding lack of information submitted by George Hering to which the Chairman provided clarification. On behalf of the Committee Ray Lewis offered a vote of thanks to George Hering for all his hard work carried out to date. Rays comments put in

Cllr Parker raised concerns that communications had not reached all households in the past to which the Chairman provided information and then asked if this agenda item had now been concluded to which it was **Unanimously Agreed** it had.

9. Meeting with Mr Hayward Landowner

The Chairman gave details regarding the Regulation 14 Consultation response received from Mr Hayward and advice sought from Chris Bowden, Navigus Planning since. The Chairman stated a meeting now needed to be held with Mr Hayward in order to clarify points made within his response and the recent response also received.

It was agreed in order for this meeting to take place with Mr Hayward the protocol of this meeting needed to be approved and a set of questions to gain a positive response was required along with confirmation of whom would be in attendance.

10. Meeting with Mr Carter Landowner

Cllr French raised concerns regarding the meeting held with Mr Carter and asked why there were no elected members present. The Chairman informed the Committee that following the last meeting Mr Carter had requested a meeting with the NP Committee to which he gave details and stated that due to lack of information submitted it was decided that a pre-meeting would be necessary.

Concerns were raised in respect of lack of communication in respect of this meeting. Anne Westover gave details regarding the land Mr Carter was offering and the Chairman stated that within the Landscape Appraisal this land had been deemed as unsuitable.

Cllrs Parker and Exton raised concerns regarding the process for the NP Committee when meeting with landowners and stated a protocol was necessary. Cllr Parker stated it was also wrong for the Chairman to have excluded a Councillor from attending this meeting.

The Chairman gave details regarding relationships between the Committee's and agreed that going forward a protocol for meeting with landowners would need to be adopted.

The Chairman stated that the Chairman of the Planning Committee is very angry that this meeting had taken place and a letter needed to be sent to her in respect of her concerns raised.

In respect of the land being offered by Mr Carter the Chairman stated that it was difficult to see how it would be suitable for inclusion within the Neighbourhood Plan to which he gave details.

11. Additions to Non-Designated Heritage Asset list

The Chairman advised that a local resident had asked for the land at Camping House Close to be allocated as a Non-Designated Heritage Asset and to which he gave details. It was agreed the Committee would ask for Robert Scrimgeour at ESC view on this land. **Action 48.6 – Anne Westover to liaise with Robert Scrimgeour, ESC.** (This was then rescinded in the Public Forum at the end when the owners, Mr & Mrs P Ryder-Davies, stated that they did not wish their property to be a Non-Designated Heritage asset.)

12. Green Print Forum update

Cllrs Parker and Exton gave details on the recent Green Print Forum in which they had attended including information regarding the benefits of having an active Travel Plan for developments with over 80 homes within the Neighbourhood Plan. It was suggested the

Clerk could ask Chris Bowden if he has been involved in writing Travel Plans. **Action 48.7 – Clerk to liaise Chris Bowden, Navigus Planning.**

13. Any Other Business

Anne Westover asked if the Parish Council would be involved in giving evidence in respect of the proposed development at Pettistree. She suggested as a result of this the Parish Council may need to look into changing the Parish Council boundary.

Anne Westover advised a Scoping response in respect of the proposed Sizewell C needed to be submitted by 20th June 2019 to which she gave details. **Action 48.8 – Anne Westover to liaise with Cllr Lisa Sanders and compile response.**

14. Public Forum

A member of the public asked if there is a draft plan including details for a new car park why did this not include a rationale.

A member of the public raised concerns in respect for the requirement for a long stay car park. He provided details regarding work carried out by himself whilst serving on the Traffic & Parking Working Group and stated there were solutions within this document preventing the need for having a new car park. The Chairman thanked the member of the public for his comments and stated when he left the Traffic & Parking Working Group that he had stated his document could not be used to which the member of the public provided clarification. The Chairman stated it had been noted that the member of the public had produced a huge amount of work but some of these potential solutions were contentious.

Cllr Parker suggested that the Traffic and Parking Working Group should change its status and be made a formal committee to which she provided clarification. Anne Westover suggested that members of the Neighbourhood Plan Committee should have sight of the Traffic & Parking solutions document compiled by the member of the public present. The member of the public gave consent for his paper to be circulated. **Action 48.9 – Clerk to circulate document to all members.**

A member of the public raised concerns regarding declarations of interests made at this meeting and stated he felt some of these were unnecessary. He also raised concerns regarding meetings taking place with landowners to which the Chairman provided clarification. It was suggested that Andrea McMillan from ESC could be invited to the next meeting to clarify concerns in respect of meetings with landowners and to provide clarity that it is within the remit of the Neighbourhood Plan Committee to meet with landowners.

A member of the public suggested that smaller developments could be more beneficial to the village.

A member of the public stated he did not feel that his property, Camping House Close, needed to be registered as a Non-Designated Heritage Asset.

15. Date of next meetings

The next Neighbourhood Plan Committee meetings will be held on Tuesday 9th July and

Tuesday 13th August 2019.

There being no further discussion or comments from the members of the public present the Chairman formally closed the meeting at 10:10pm

Signed:.....

Dated:.....