

**Draft minutes of the 53rd Neighbourhood Plan Committee Meeting held on Tuesday 12<sup>th</sup> November 2019 at 7:30pm in Wickham Market Resource Centre, Meeting Room**

**Present:**

Cllr Dick Jenkinson (Chairman)	
Ray Lewis	
Cllr Ivor French	Cllr Robin Cooke
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 Cllr Exton, Anne Westover, Roger Theobald & Colin Owens.

The Chairman confirmed that Wendy Slaney had now resigned from this Committee, and Angela Hadley will not be able to attend meetings but still wishes to be included within the circulation of documents and will assist where she can.

**2. Declarations of Interest**

The committee agreed that the need to register the interests which have been repeated at previous meetings was not necessary, this was agreed at the July Committee meeting. There were no additional declarations of interest to report.

**3. To approve the draft minutes of the Neighbourhood Plan Committee meeting held on Tuesday 8<sup>th</sup> October 2019**

The Chairman gave details regarding amendments submitted by Colin Owens and subject to one other minor amendment these were **Unanimously** proposed for **Approval** and signed by the Chairman as a true record of the meeting.

It was agreed that Action 52.6 would be actioned by the Chairman, George Hering and Ray Lewis as George Hering had been involved within the Retail Centre survey.

The Chairman stated in future the Retail Centre Boundary should be expanded to include Lehmann House. It was agreed these comments should be noted within the Draft Neighbourhood Plan. It was also pointed out that a formal request stating this had been sent to ESC and this should also be noted.

**4. Matters arising not covered elsewhere**

There were none.

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

The Action List was updated as follows:

Action 50.3 – To arrange a meeting with R. Hayward - to be discussed later in the meeting.

Action 52.6 – Ray and Dick to propose additional words for Retail Centre – George Hering to be added.

## **6. Review Schedule**

No changes since the last meeting.

## **7. Regulation 14 Response document**

The Chairman reported Version K was now complete except the last column which is the action the Committee had taken to incorporate these comments in the draft Neighbourhood Plan. He confirmed the Working Group was now in the process of updating the plan in accordance to these responses. Ray Lewis stated he would be implementing a link between the Regulation 14 response and the action taken.

The Clerk informed the Committee she had been asked for a copy of the response sent to Mr Dutton to which she gave details and stated she had informed the member of the public that no written response had been sent to which she raised concerns. The Chairman provided details regarding the comments made within Version K in respect of this response. The Clerk recommended that draft Version K be advertised on the Neighbourhood Plan website. **Agreed Unanimously. Action 53.1 - Chairman to amend Chairman's Statement and post draft Version K Response document on the Neighbourhood Plan website.**

## **8. Traffic & Parking Working Group update**

The Chairman gave details regarding the Traffic & Parking Working Group meeting held on 11.11.2019. He reported the Parish Council had requested for a summary of what this Working Group did and an update on their progress to date. He reported he had now compiled this briefing note to which he gave details. **Action 53.2 - Clerk to put this document on the Parish Council's website and circulate to all NP Committee members.**

The Chairman reported on the report compiled by the T & P WG in 2014 which was presented to SCC but none of the recommendations were able to be carried out due to lack of funds available. He reported since then a mini-SID (Speed Indicating Device otherwise known as a VAS (Vehicle Activated Speed) sign had been purchased and this records the speed of passing vehicles and also the numbers to which he gave details and confirmed this enables continuous data to be collected. The Chairman explained that when data was fed into the VAS software it gave, among other results, the 85th percentile speed figures where 85% of the vehicles monitored are going less than this speed. Where the 85th percentile speed is more than 5 mph above the speed limit then this location can be reported to SCC in order to highlight areas that require speed calming measures.. He confirmed the counted traffic flow numbers going past the War Memorial/Post Office had been recorded in order to show SCC how busy this stretch of road is.

The Chairman confirmed their next task is to liaise with SCC regarding matters raised within this report. Once that has happened this document would go before the Parish Council for approval prior to a Public Meeting being held in order where the suggested measures can be put to local residents and a priority scheme to these could be given. The Chairman reported that until this report had been approved by the Parish Council it could not be circulated to the wider community.

There was a brief discussion regarding the needs for reducing speed limits and the advantages/disadvantages of doing so.

The Chairman reported the T & P WG were also looking into the best location for a new car park to which he gave details and confirmed the suitable locations would also be presented at the public meeting. Ray Lewis stated within the Regulation 14 Consultation some comments referred to the T & P WG and suggested these needed to be taken into consideration. **Action 53.3 - Regulation 14 Consultation Response document Version K to be circulated to the T & P WG.**

## **9. NP progress and next steps**

### **Old School Farm site and landowner meeting**

The Chairman confirmed he had circulated the letter received from the landowner to all members and to which he gave details. This letter proposed a meeting between the Landowner, his agent and WMPC. Cllr Cooke raised serious concerns regarding this letter and stated in his view this meeting should not take place. The Chairman stated in his view the policy within ESC's Local Plan for the site at Pettistree would be adopted. Other Committee members also raised concerns regarding the letter sent. Cllr French stated it had been agreed at a previous Parish Council meeting that meetings with landowners should not be held and reported the Planning Committee were against any meetings with landowners. The Chairman stated that the protocol for "Meetings with Landowners" had been agreed at a recent Parish Council meeting. Cllr Cooke stated he felt all pieces of land needed to be assessed including the land at the Glebe Allotment site. The Chairman confirmed all pieces of land had been assessed in the Site Assessment Report completed by AECOM and the Glebe Allotment site was included in this..

Ray Lewis raised serious concerns regarding the letter received from the landowner and stated in his view the Committee should not attend a meeting as a result of this. There was a discussion and it was felt that a discussion with Andrea McMillian, ESC was required in respect of the way forward regarding housing allocations.

Cllr French restated he believed that it had been agreed in a Parish Council meeting that no meetings with landowners should be held. He also confirmed that Anne Westover's request to the Planning Committee to meet with Pettistree Parish Council regarding the outcome of the recent Public Exhibition was not supported. The Chairman stated he felt there would be great benefit for the two parishes to get together to which he gave details. Cllr French stated the Planning Committee were not prepared to attend any meetings until a formal planning application had been received.

Ray Lewis gave details regarding the response received as a result of the Regulation 14 Consultation from the landowner at the Old School Farm site. **Action 53.4 – Chairman to liaise with Chris Bowden and write to thank the landowner for confirming this land was available for development and state that a meeting would no longer be necessary. Agreed Unanimously.**

### **Habitats Regulation Assessment**

The Chairman confirmed that ESC had offered to compile this document free of charge and in order to do this they need to have the latest version of the draft Neighbourhood

Plan but this will not be available until the areas to be developed have been confirmed to which he gave details.

### **Strategic Environmental Assessment**

The Chairman reported Chris Bowden was now in the process of compiling this document.

### **Consultation Statement**

The Chairman reported he had prepared this document previously to which he gave details, but it required significant additional work. He confirmed he hoped to complete this by mid-January 2020.

### **Simon's Cross - Access**

The Chairman stated within the Draft Neighbourhood Plan the access to this site would be through the garages but it has come to light there is a ransom strip to which he gave details and confirmed the alternative route wanting to be used by the landowner has no ransom strip. It was agreed a letter needed to be sent to Andrea McMillan, ESC in order to ask her to confirm ESC's position and view on this ransom strip if it was used as part of the access to this proposed development. **Action 53.5 – Anne Westover and the Clerk to compile letter to Andrea McMillan, ESC.**

Preliminary advice from SCC Highways was that access from the B1078 was not acceptable and the landowner does not intend to use this access.

**Action 53.6 – Anne Westover and the Clerk to compile at letter to SCC Highways to request they assess the available access routes and enquire as to if the wiggly route is acceptable.**

## **10. Sizewell C Stage 4 Consultation**

The Chairman reported a meeting was held on site in Wickham Market to look at how measures could be taken to try to minimise the effect of the additional traffic in Wickham Market caused by the proposed P & R site to which he gave details including those who attended. **Action 53.7 - Chairman to send notes of this meeting to NP Committee members.** He reported they had agreed the proposed diversion routes were not possible and the only option was to make the B1078 safer and provide better traffic flow for when the traffic volume doubles as a result of Sizewell C.

He provided details regarding a meeting to be held with SC Highways and EDF Energy on 26<sup>th</sup> November 2019 at 10:00am subject to confirmation from Steve Merry, SCC.

The Chairman confirmed that Anne Westover had scheduled a meeting with Nick Newton, ESC regarding the landscaping for the proposed site to which he provided information.

He reported a further letter had been sent in respect of the landscape issues to which he provided clarification. Arthur Stansfield stated he felt this approach was not correct and the location for the P & R site at Hacheston was not suitable. He stated in his view suggesting improvements to traffic flow is still encouraging the use of this site and he felt the Parish Council should be making it more difficult for EDF and not encourage this site at all.

The Chairman confirmed that the predicted traffic volume increases prior to construction starting in Wickham Market were the highest of all the 31 locations considered. At the Site meeting Steve Merry stated was because the A12 would not be able to cope and alternative routes would be taken.

Cllr French provided details on the event in which he attended at Snape Maltings in respect of energy developments within Suffolk and the implications these would have on the County and especially on traffic.

**11. Independent Examination of the Suffolk Coastal Local Plan**

Nothing to report.

**12. Any Other Business**

Ray Lewis asked if a step for the Regulation 16 consultation needed to be included within the Schedule to which it was agreed it did. **Action 53.8 – Ray Lewis to include within Schedule.**

**13. Date of next meetings**

The next Neighbourhood Plan Committee meetings will be held on 10<sup>th</sup> December 2019 and 14<sup>th</sup> January 2020.

There being no further discussion the Chairman formally closed the meeting at 9:30pm

Signed:.....

Dated:.....