

Long Melford Parish Council
Neighbourhood Plan Steering Group



MINUTES OF MEETING

held on Thursday 08 November 2018 at the URC, Long Melford

Present

Cllr I Bartlett, J Burch, Cllr G Eade (Chairman), J Ewbank, I MacDonald, Cllr J Nunn, J Thomson, C Watts, D Watts, Parish Clerk (minute taker).

Also present were 2 members of the Public (Mr R Kistruck and Cllr Malvisi)

1. Introduction & Apologies:

There were no apologies for absence: The Chairman welcomed everyone to the meeting, and then swiftly moved to the reason for the members of the Public being present. R Kistruck was presented with a token of appreciation from the members of the Steering Group for the efforts expended by Mr Kistruck in delivering an excellent survey (once again) for the Village of Long Melford. Mr Kistruck then left the meeting.

2. Review of Previous Minutes:

It was agreed that the minutes of the previous meeting (13 Sep 18) should be accepted and were duly signed.

3. Update on Timetable

Ian McDonald provided an extensive update on where the group stands, and how this looks with regard to the complete timetable for having a "made plan". Babergh have been given sight of the initial draft for some early comments, which have been received and are being incorporated. The next major step is the Regulation 14 statutory Consultation by the Parish. During this 6 week period, the Parish publishes the plan, and allows comment from all statutory consultee's and parishioners. The largest concern was length of time taken for statutory consultation which will include the Xmas period, (the Xmas period means that the clock countdown stops between Xmas Day and New Year's Day) and how that can be properly utilised to bring the timeline as far forward as possible. For the Reg 14 publishing (to take place in early December), the Parish council will have the Neighbourhood Plan document on the website, and also a paper copy available in the Parish Offices and the Library. Comments from consultee's and parishioners are to be directed back to the Parish Clerk for collation. It is expected that the Parish referendum will take place in the summer of 2019. I McDonald then left the meeting due to a prior Engagement

4. Update on Appendices, Maps, Photos:

The entire draft Plan (excluding all appendices) is with Rosey Eade for a readability, formatting & flow check on the document. The comments made by BDC are being distributed and re-incorporated by J Ewbank/ I McDonald and others as required. There is a significant amount of work to do, in order to have the document ready for early December. All Sub Groups are requested to have their appendices completed and with J Ewbank by Nov 16th.

5. Reg 14 Public Consultation: This was discussed extensively at (3) above, as I McDonald had a prior engagement.

6. Contact with Landowners following Call for sites: It was agreed that I McDonald and J Ewbank would be contacting Landowners prior to the release of the plan, so that landowners are aware of the status of their submittal to the call for sites before it is released to the public. There was a discussion regarding statement of disclosure regarding Interests, and as such it was considered appropriate to list the following Interests in the Nethergate site

Member of Location	Shareholder in Location
John Nunn (<i>not part of land allocation decision making team</i>)	John Nunn (<i>not part of land allocation decision making team</i>)
Richard Kemp (<i>not part of land allocation decision making team</i>)	Julie Thomson (via husband) (<i>not part of land allocation decision making team</i>)
Ian Bartlett (<i>not part of land allocation decision making team</i>)	Ian McDonald (Via Spouse)
Julie Thomson (<i>not part of land allocation decision making team</i>)	JONATHAN EW BANK

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7. **PIIP (Parish Infrastructure Investment Plan).** It was proposed by J Ewbank that I McDonald and Cllr G Eade join the PIIP subgroup. This was unanimously agreed.

8. **Dates of Future Meetings**

Thursday Jan 17th 2019

Thursday Mar 14th

Thursday May 23rd

Thursday July 18th

Thursday Sep 12th

Thursday Nov 14th



12/1/19

All meetings at 7.00pm.

Venues to be confirmed as URC.