



MINUTES OF MEETING

held on Thursday 17 January 2019 at the URC, Long Melford

Present

Cllr I Bartlett, Cllr G Eade (Chairman of the Steering Group), J Ewbank (Vice Chairman of the Steering Group, and Chairman for the meeting), I MacDonald, J Thomson, C Watts, Parish Clerk (minute taker).

Also present was 1 members of the Public (Cllr Malvisi)

1. Introduction & Apologies:

There were apologies for absence from: J Burch, Cllr J Nunn, Cllr R Kemp, D Watts

The Chairman welcomed everyone to the meeting, and Cllr Malvisi then asked to say a brief word, were she expressed the "Great thanks of the Parish Council for all the efforts provided in delivering the Neighbourhood Plan to the stage it has reached thus far".

2. Review of Previous Minutes:

It was agreed unanimously that the minutes of the previous meeting (08 Nov 18) should be accepted, with the pen correction of adding the Vice Chairman (J Ewbank) to the shareholder and member list of those with a pecuniary Interest in site D1 (Nethergate Brewery). The minutes were duly signed.

3. Regulation 14 Update

The clerk reported that at 09:00 on Thursday 17th January, the Plan was distributed to the 87 addresses listed as consultee's for the plan. The website is live, and the Parish Council website refers to the Neighbourhood Plan website by "click-through". J Ewbank reported that he had emailed all members of the business association, informing them that the Reg 14 consultation was now live. I McDonald reported that he will shortly be writing to all landowners who came forward in the call for sites to state how the site fared in the assessment. Posters on the Regulation 14 commencement will be placed about the village in the next week.

4. Timetable and SEA update:

I McDonald reported that with the Plan now delivered for consultation, a great deal depends on others (especially BDC) to progress the timetable. A wrinkle that may affect us is the probable need for a Strategic Environmental Assessment (SEA). This is a 3 stage process, whereby the Requirement for an SEA is "screened" by BDC. Due to the fact that our NHP allocates sites for housing, it is likely that we will be required to perform an SEA. The next stage is the scoping phase, which again, requires BDC approval for the scope. The final phase is the actual Assessment. *Note that the Assessment may require a re-work of some of the components of the plan, if material issues come to light through the SEA Assessment phase. It may even mean having to re-run the Reg 14 consultation, should the changes required of the plan become significant.*

5. Gladman Appeal: It was to be noted that J Ewbank would be speaking at the next SOS March on the progress of the Neighbourhood Plan, and that the NHP team continue to be both helpful and open to the SOS team. It was suggested that the SOS team update the PC at the regular monthly Parish meeting.

6. Website/Social Media: The website is live and fully functional, although links to Facebook are not activated. It was agreed to do this, and for J Thomson to work with G Eade in keeping Facebook up-to-date as a further one-way communications device.

7. Design Brief: The design brief for the finalised document has been provided to 2 major printers so far, but a total of 3 quotes will be received. A further face-to-face design brief will be required with each of the printers to ensure clear direction and best pricing.

8. **PIIPs:** In order to get a clear “direction” from the NHP team to the Parish Council, the PIIP document should be agreed by the NHP before submission to the Parish Council as a recommendation. NHP PIIP team (I Bartlett, I McDonald, G Eade and J Ewbank) to finalise PIIP recommendations with the clerk in February, for submission to the Parish Council in March Full PC meeting.

9. **Dates of Future Meetings**

Thursday Mar 14th

Thursday May 23rd

Thursday July 18th

Thursday Sep 12th

Thursday Nov 14th

All meetings at 7.00pm.

Venues to be confirmed as URC.

Meeting closed at 20:58pm