

Long Melford Parish Council

Neighbourhood Plan Steering Group

MINUTES OF MEETING

held on Thursday 23 May 2019 at the Old School, Long Melford

Present

G Eade (Chairman of the Steering Group), Cllr J Ewbank (Vice Chairman of the Steering Group), I McDonald, Cllr L Tipper, J Burch, C Watts, D Watts, Parish Clerk (minute taker).

1. Introduction & Apologies:

There were apologies for absence from: J Thomson and Cllrs R Kemp, J Nunn & L Malvisi.

The Chairman welcomed everyone to the meeting,

2. Appointment of Chairman for 2019-20 Civic Year: It was proposed that Cllr Ewbank become Chairman. This was seconded, and in the absence of any other nominees, was unanimously elected chairman. A Vice chairman was then sought, and the only nominee was G Eade. This was duly seconded, and G Eade unanimously elected.

3. Review of Previous Minutes:

It was agreed unanimously that the minutes of the previous meeting (17 Jan 19) should be accepted. The minutes were duly signed. The only action item was that the clerk was to determine how Gt Waldingfield has dealt with the "Green Buffer" issue in their Neighbourhood Plan with BDC. The clerk reported that Gt Waldingfield had been told to remove reference to the Green Buffer by BDC as it was contrary to the NPPF. This was discussed by members, and believed to be contrary to the intent of ensuring that coalescence does not happen, which is a valid argument. The intent is to challenge BDC on this point. It is considered important.

4. Timetable and SEA Update

I McDonald produced a timetable showing that it was possible that we could be passing our plan to BDC for REG 16 consultation on the week commencing June 24th. This will be a stretch, as there is a great deal to incorporate, including the SEA (who are able to meet this timetable if all goes well), and the Neighbourhood Plan Team completing all relevant changes following Reg 14 consultation. It is possible that we could have a made plan by Xmas of 2019. A great deal hinges on the (1) The SEA outcomes, (2) the level of change incorporated following our Reg 14 consultation, and finally (3) how long BDC take to run and deliver the Reg 16 consultation.

5. Progress on SOS/Gladman Appeal

L Tipper talked about the SOS team expert witnesses, and how they will meld with the expert witnesses being brought forward by BDC. Discussion was had regarding the order that the hearing would follow (appellant will be last). The Landscape expert witness for BDC had stated that they want to pursue a stronger defence on the Landscape being "Valued". Further discussion was then held regards defending the affordable housing assigned at the High Street end of the village, and it was determined that a further meeting with the Hamilton Trust was required in order to assure development continues apace. **Action G Eade to arrange mtg with Hamilton Trust.**

J Ewbank talked about the work required to close out the Reg 14 consultation responses, and prepare our document for Reg 16 and submission to BDC. There are 3 major documents that need work:

The Statement of Consultation – This is 75% complete (up to Reg 14 consultation) and will require a little more work to bring up to date.

The Basic Conditions Statement – This is a monstrously detailed piece of work that details all our policies, and how it inter-relates with NPPF and the BDC Core Policy. BDC have supplied a recently made plan from a village in Mid-Suffolk to "crib" from, but it is (a) a PDF version not allowing cut and paste and (b) has Mid

Suffolk, not the BDC Core Polices. **Action I McDonald to ask BDC for a more user-friendly working document.**

Consultation Response Spreadsheet: We must respond to the consultation we have recently undergone (Reg 14), and amend our plan accordingly. A Complete spreadsheet has been built, that incorporates all the consultation responses. It is now for the following to work through the document to extract and respond to their areas:

J Burch: Chapters 1, 2 and 6

D Watts : Chapter 3

G Eade: Chapter 5

I McDonald: Chapter 4

J Ewbank : Chapter 7 (done)

I McDonald/C Watts/J Ewbank/ L Tipper- Statement of Basic Conditions (after appropriate example obtained from BDC - see above)

J Ewbank - Complete Statement of Consultation

G Eade - Review Plan documents to identify and source appropriate photographs

Spreadsheet to be completed by June 11th, and disseminated to all prior to meeting on June 12th.

- 6. Design Brief for final Plan:** J Ewbank stated that we have had 3 quotes thus far. One came to £3500 + vat based on £50 p/h and the second much less (£240 plus vat based on £40 p/h) but the latter seems to have misunderstood the brief and thus is likely to have underquoted. This will be clarified. A third quote for £2,990 meets the brief. In order to apply for a grant, 3 acceptable quotes are required (the £240 quote is not acceptable, and will cause the grant to “kick”).

Action: L Tipper to investigate if a local person would be willing to come forward for the design work.

Action: J Ewbank to obtain third quote so that Parish Clerk can apply for grant.

7. AOB: None

8. Dates of Future Meetings

Wednesday June 12th

Thursday July 18th

Thursday Sep 12th

Thursday Nov 14th

All meetings at 7.00pm.

Venues to be confirmed as URC.

Meeting closed at 21:03pm