

Minutes of the meeting of the Halesworth Neighbourhood Plan Steering Group

Held on Thursday 22nd February 2018 7pm at the Day Centre, London Road Halesworth

Present: Tony Allen, Michael Fagg, Councillor Keith Greenberg (chair), Emma Healey, Jane McGeehan, Barnaby Milburn, Joyce Moseley, Rob Roy, Bob Shiers

In attendance: Councillor Geoff Cackett - Chair of Holton Parish Council, Nick Rees Town Clerk, Gill Everett Secretary

1. Apologies: Charlotte Slater, Councillor David Thomas
2. Introduction: Geoff Cackett Chair of Holton Parish Council had come to listen to proposals in order to report back to the next Holton Council Meeting in March. While local feeling was that Holton was separate from Halesworth, it was recognised that amenities and resources were shared.
3. Minutes: The minutes of the meeting held on 17th January 2018 were accepted as a true record
4. Matters arising: An item about the Halesworth Neighbourhood Plan had appeared in the Community News, no-one had made contact in response.
5. Unfilled officer role: Peter and Judith Bartlett would not be continuing with the group. Bob Shiers therefore **agreed** to act as Treasurer. Gill Everett was introduced as Secretary.
6. Project planning and risk assessment: Rob Roy reported he had a draft, awaiting population with information from subsequent discussion. **Agreed** that this should be a permanent agenda item to monitor project work toward the Neighbourhood Plan, and review risk.
7. Geographical area: Councillor Geoff Cackett reported Holton Parish Council had limited resources to enable them to take part in the planning process. There was discussion about the desirability of a joint plan in view of shared amenities, and the fact that the two areas were linked in the Waveney Local Plan. Councillor Keith Greenberg stated that if the Holton Parish Council decision was not to take part, the geographical area for the Neighbourhood Plan would be limited to the Halesworth parish boundary. Minutes would be shared with Holton and its views would be sought about issues that might be relevant to, or impact upon it. However, Holton Parish Council would not be able to participate in decision-making. As the final decision would be made by a referendum of residents, it was queried whether Holton and Halesworth residents could have separate referenda, but this was thought unlikely because of cost. In addition, If Holton was not formally part of the Plan, it would

not be technically possible for it to participate in the exercise.

There followed discussion on how Holton could be supported to avoid a democratic deficit for their residents. It was **agreed** that Nick Rees would undertake research regarding options and report to the next meeting.

8. Prioritising objectives and identifying work teams: There was extensive discussion on priorities from the list identified at the previous meeting, with related suggestions. It was suggested that young people might produce their own plan, and the idea was welcomed by the group.

With regard to Housing, the Halesworth Neighbourhood Plan might influence location and type, but not overturn decision about numbers in the Waveney Local Plan. The group felt they did not understand how demand is assessed, and would like to seek clarification from WDC's planners.

While there were areas that were not within the remit of Halesworth Town Council, the steering group could take the local impact of decisions made elsewhere into account.

It was **agreed** that 5 broad categories covered the objectives under discussion:

Housing
Employment & business
Education
Health
Environment

For example, within the Environment category the historic character of Halesworth and its archaeological and industrial heritage could be considered.

It was recognised that the Group would need to explain its thinking and justify recommendations, and it was important to record and track planning.

Group members **agreed** to gather information for the next meeting, so that 'what we've got now' provides a base to work from.

(see actions, below)

As the group had **agreed** to a 20.30 finish, agenda items 9, 10 and 11 were deferred to the next meeting.

Date of next meeting: The Day Centre is no longer available on a Thursday evening. **The third Wednesday of every month** was suggested for future meetings and **agreed**.

Next meeting: **Weds 21st March 2018 at 7pm**

Subsequent meetings for 2018:

18th April
16th May
20th June
18th July
15th August
19th September
17th October
21st November
19th December

Actions

Emma, Joyce to contact Louise Thomas, Community Worker and Charlotte Slater regarding Young People's contribution to Plan

Keith to invite WDC'S Jo McCullum and a Planning Officer, possibly to the May meeting to check the steering group is on the right track.

He will also look at role and activity of the New Anglia Local Enterprise Partnership

Rob to contact Halesworth Business Connections

Jane to gather local health information

Secretary, Town Clerk to identify starting point information on population, housing etc and circulate

Town Clerk to research options concerning Holton's interests.

All to forward information gathered to the Town Clerk by a week before next meeting to be circulated to group members in advance