

Neighbourhood Plan Steering Group

Tuesday 18th September 2019 at 7pm
Council Chambers, London Rd, Halesworth

Minutes

There were present: Charlotte Slater, Joyce Moseley, Keith Greenberg (in the Chair), Cllr Tony Allen, Emma Healy, Barnaby Millburn, Cllr Rosemary Lewis, Cllr David Wollweber, Chris Bowden (Navigus), Stuart Halsey (ESC) and Phillippa Welby (secretary)

Part one 6.30pm – 7pm

1. Apologies – None received.
2. Minutes of the last meeting – The minutes from the previous meeting were agreed.
3. Matters arising from the minutes – Cllr Wollweber has finished the first draft of the history section of the Plan. The People & Places survey presentation event is on the 14th October. The thank you to Eric Sewell has been sent via the Clerk's office. The housing needs assessment survey is back with AECOM with the group's amendments. **CS will collate the data from the primary school children.**
4. Cllr Rosemary Lewis – NPSG finance role – Cllr Lewis introduced herself and explained her function will be as a link between the Council and the group concerning the group's finances. She will oversee the group's spending and provide that information to the Council. PW will pass any invoices to her.
5. Communications – The next piece in the HCN will be taken from the visions & objectives meeting.

Part two 7pm – 9pm

The Chair welcomed Chris Bowden (Navigus) who was here to facilitate the session and Stuart Halsey (ESC Community Team) who was here to represent the District Council.

6. Visions & Objectives – The group discussed the vision and objects for the Plan. CB will provide slides of the presentation if necessary. The headings decided were Housing, Natural Environment, Energy Efficiency, Character and Design, Transport and Movement, Town Centre, Economic Development and Community. Each one of these headings will have a vision statement which will lead on to policies.
CB will take the discussion from the session and draft the visions and objectives statements for the group.
7. Action Points Arising & Related Timetable – **EH will draft a HCN article which will inform residents where the process has reached.**
DW will reference the Neighbourhood Plan on the Council leaflet and say there will be further consultation in the new year. He will also add more recent history to the history section of the Plan.
8. Next Meeting – 7pm Wednesday 16th October 2019