

Neighbourhood Plan Steering Group

Wednesday 16th October 2019 at 7pm
Council Chambers, London Rd, Halesworth

Minutes

There were present: Charlotte Slater, Keith Greenberg (in the Chair), Emma Healy, Barnaby Millburn and Phillippa Welby (secretary)

1. Apologies – received from JM and TA
2. Minutes from the previous meeting 18th September – The minutes from the previous meeting were agreed.
3. Matters arising from the minutes

CS will speak to CB (Navigus) regarding the new school data entered in to Survey Monkey.

Finance update will now be a regular agenda item.

KG has contacted Locality and, potentially, it may be possible to fund an employment demand / needs research / survey project, using Basic Grant monies which are, apparently, more extensive than previously appreciated. A further bid submission to Locality would be required, based on quotes provided by suitable organisations. **The group now needs to develop a brief against which to obtain those quotes. Agenda item for next meeting**

Communications – **PW to check HCN article as not in October's edition.**

History – **PW to check progress with DW re: finished draft of the history section of the Plan.**

Clerk to check Neighbourhood Plan is referred to on the Council's information leaflet being produced.

4. Vision & Objectives – The group discussed the amendments put forward by KG and JM. The visions and objectives were redrafted by the group.
PW to type up the amended version and circulate. Agenda item for next meeting in conjunction with item 7.
5. HNA – The group agreed that the executive summary needs to refer to the apparent contradiction in the body of the report, concerning the numbers of existing 2 bed homes in the town and the need for affordable homes of this size, which the NPSG sees as another matter altogether.
KG to liaise with AECOM
6. Reports / updates
 - KG and JM had further meetings to discuss possible economic developments in the town. Ideas will be fed into suggested economic survey
 - KG and CS had attended the feedback session for ESC's People & Places project on 14th October. Both found it very interesting and detailed information has now been sent to NPSG. **KG asked PW to put the issue on the agenda next month.** He

asked everyone to inform themselves of the details so that the content can be discussed in November.

- Millennium Green – JM has set up a meeting with Millennium Green representatives.
- Consultation list (incl. contact names as appropriate – eg. Millennium Green personnel) -**Group to add contact names to the list as and when generated.**
- AECOM design / design codes work – The report is due soon. **To be on agenda for next month.**
- Halesworth Business Connections presentation -**KG to present at the October meeting.**

7. Communications – **EH to write structure for second stage consultation.**

8. Other actions required – **BM & KG to meet re: education issues**

9. Correspondence – None.

10. Date of next meeting – 20th November 2019