

Neighbourhood Plan Steering Group

Wednesday 20th November 2019 at 7pm
Council Chambers, London Rd, Halesworth

Minutes

There were present: Charlotte Slater, Keith Greenberg (in the Chair), Emma Healy, Barnaby Millburn, Joyce Moseley, Cllr Tony Allen, Bob Hoggar and Phillipa Welby (secretary)

1. Apologies – There were no apologies and the group were introduced to Bob Hoggar who was attending the group for the first time to observe.
2. Minutes from the previous meeting 16th October – The minutes from the previous meeting were agreed.
3. Matters arising from the minutes
CS still to talk to CB regarding the school data.
Dave Wollweber has provided a draft history section for the NP (see below reports/updates section).
TA still to speak to Lorraine Cook regarding photos for the plan.
The V&Os will be the main item on the agenda in December. JM will email her amendments to the group for discussion.
4. AECOM design & design codes – The group discussed the report from AECOM. It was agreed that there were three areas to concentrate on. The content of the report, the way in which it has been structured, and how the group uses it. KG noted that the remit of the report is not to propose policies. Rather, it sets out suggested guidelines from which the group will develop its draft policies. Navigus is key to this policy development process and, must be involved in the interpretation of the AECOM report.

The main issues with the report were identified as follows:

Entrances to the town – amongst other good points, this clearly demonstrates the inappropriateness of the proposed Chediston Street development. The group felt this part of the report needs to be strengthened.

Designating Land – In the section of the report dealing with designating Local Green Spaces (LGS) the group felt it needed clarification on how to designate green spaces where it would be inappropriate to use this category, which covers areas like the Town Park and Millennium Green. A prime example where LGS status could not be used is the land adjacent to Saxons Way but is nonetheless, seen to be an important buffer between the main road and the Millennium Green. **KG to advise AECOM that the group were meeting with the Millennium Green group.**

Repetition – The group were agreed that the report was repetitive and that this needs to be addressed.

Design Guidelines - The group agreed that electrical charging points should be added to the parking section on p29. Also, the group were interested in the concept of 'passivhaus' and hoped that this could be incorporated.

Design Principle Section – The section 'connect Bridge St and Millennium Green along the Town River' needs to be reworded due to rights of way issues and the red line on the map in that section needs to be removed. The group also agreed to take out 'where possible' when referring to cul de sacs. The potential crossing on Saxon's Way could be referred to in this section as an example of connectivity.

Green Spaces – On p32, playgrounds and the Town Park need to be added and the New Reach should be added to waterways.

Green Town – The group were concerned that the report needs to reflect Halesworth's aspirations to develop as a 'Green Town'

Car Parking – On p33 the group felt the car parking section was not clear.

New Developments – There is a statement in the report that reads 'all new developments should be a mix of residential, recreational and commercial'. The group agreed that this did not apply to Halesworth and should not be a blanket policy. It was agreed to add 'if appropriate or feasible' to the statement.

BM will look at the materials section of the report and send to KG by Friday 22nd November as it was agreed that the plan should not have a blanket policy of 'vernacular' development as modern design where appropriate should be encouraged.

CB will identify which parts of the report are already NPPF policies.

KG will redraft the report taking into account the group's and CB's comments.

5. Reports / updates

- AECOM housing needs assessment report – This had arrived today and KG had circulated it to the group.
- Millennium Green / footpaths – **JM & KG are meeting both groups on separate occasions.**
- Consultation list (incl. contact names as appropriate – e.g. Millennium Green personnel) – The group will continue to fill this in when appropriate.
- "People & Places"- ESC event feedback – **On the agenda for December.**
- Education Issues – **BM & KG had written a report and the group will read this and feedback comments. KG asked BM to undertake research around the demographics of outlying villages. In addition, we need to understand what SCC meant in its assertion that surplus places at Bungay High School will be taken up through the impact of the Local Plan. Is this confined to proposed developments around Bungay?**
- Halesworth Business Connections presentation – KG had presented at the October meeting but no responses to the questionnaire had been received.
- NP history chapter – **PW will ask DW about Stone St and then, based on his advice the section will be amended if / as necessary and then sent to CB for comments.**

6. Employment demand / need project – **On the agenda for December.**

7. Communications – The V&Os will be finalised in at the December meeting. EH suggested an advertising spread in the HCN to inform people of progress and that the group will be consulting on the V&Os in February.

8. Finance – Navigus will send an invoice through after the work on the Design Codes has finished.

9. Other actions required - none

10. Correspondence – none

11. Date of next meeting – 18th December 2019