

Neighbourhood Plan Steering Group

Wednesday 16 September at 7pm
Zoom Virtual Meeting

Minutes

There were present: Cllr Tony Allen, Barnaby Millburn, Joyce Moseley (in the Chair), Charlotte Slater, Keith Greenberg, Phillippa Welby (secretary)

1. Apologies - EH
2. Chair's statement – KG announced that he has decided to step down as Chair of the NP group. JM will now be Chair of the group. KG proposed that CS become Vice Chair which TA seconded. The group agreed, CS accepted the role of VC.
JM thanked KG from the group for all his work as Chair.
KG will still continue his work on the Thoroughfare connectivity project, Objective 4 and assist CS with Objective 1.
KG will write to HTC Chair, Chair of Planning Committee and Chair of Finance to inform them of his decision.
3. Minutes from the previous meetings 15th July 2020 – Agreed by the group.
4. Matters arising from the minutes
JM has drafted a letter with EH to send to local disability groups.
Chris Bowden has sent JM example cycling policies and information to help with objective 6.
TA has written questions for local estate agents and agreed it with EH. He has also made contact with some local agents.
Objectives 1 & 9 have been combined.
Suffolk Wildlife Trust have acknowledged KG's request for information but have not yet supplied anything.
PW to send HTC river report to CS & KG
EH still to contact David George?
NP group still to organise meeting with HTC to update them on progress. Will most likely be Oct/Nov.
5. Public Pop-up Session Proposal
The temporary pop up shop – I Chameleon in the Thoroughfare was not available on the dates the group wanted. Instead the group is going to have a stall in the Thoroughfare on the 21st October and 24th October between 10am – 1pm.
CS to ask if the jewellers will be empty by that date and whether the stall can go outside.
It was decided to also ask Norton Peskett solicitors whether the stall can be located outside the office on the Saturday session – **JM to ask**
KG to check with Cross Ram solicitors as a backup location.

It was agreed that 3 NP group members would be on the stall in each time slot. 10am – 11.30am and 11.30am – 1pm. **PW to assign members to time slots.**

PW to check for posters in the Chambers room and check if they can be displayed in the HTC noticeboard.

PW to also check for leftover NP pens.

TA to look at biodegradable balloons for the stall

6. Smart Town and People and Places – There will be a presentation from the Smart Towns initiative in January or February to show results from those Towns that are already in the scheme.
As a result of a meeting with the People and Places group, Town Centre Group and Tourism Group, JM suggested that digital connectivity should be included in the objectives.
7. Objectives – CS had researched the specific criteria for becoming a 'Green' town and that objective 1 did not reach these. The group agreed to change the objective to 'environmentally friendly town'.
JM sent the group's agreed revised objectives to Chris Bowden which he liked. JM sent her evidence to support No3 - he said this was on the right train and it was enough for him to turn it into policies in the plan. Therefore, the group agreed that how JM had set it out (it has been sent to everyone) would act as a template for others.
JM to contact each lead on their objectives to discuss progress and possible help needed.
JM to invite CB to December meeting.
8. Revised / reduces objectives – This was covered in 7.
9. Update on individual objectives – CS asked if the group agreed that the part in her objective 'Facilitate Halesworth to become a green town' was too broad and should be taken out. The group agreed.
10. AECOM Site Assessment & Options package – KG and JM have drafted questions on this and they will be sent to AECOM on Monday.
11. Thoroughfare Connectivity Project Feasibility Study – The invitations to tender have gone to three firms. There will be an initial meeting in October with JM, KG and TA. Then there will be a final meeting with Cllrs Dutton, Lewis and Wollweber included.
12. Long term car park site – BM gave a short update on the long-term carpark.
13. Meetings with HTC & ESC – These have yet to be arranged.
14. Government White Paper/Locality Letter – Planning for the Future – This will be covered next month.
15. General thoughts – None to add this month.
16. Budget update – None to report this month.
17. Date of next meeting – 21st October 2020 7pm