

Neighbourhood Plan Steering Group

**Wednesday 17th February at 6pm
Zoom Virtual Meeting**

Minutes

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

1. Apologies – Emma Healy
2. Minutes and Matters Arising from the 20th January 2021 – the minutes were agreed.
Matters arising:
 - a. JM has sent the boundary issue with the cycle ways maps to CB and is waiting for his response.
 - b. It was decided to put the possibility of listing the library as an Asset of Community Value (ACV) in the list of community actions in the plan as there was no imminent danger of change of use.
 - c. Survey of artists has now been published on two creative arts newsletters with a deadline of the 4th March for responses. JM has received an offer of help with the data analysis.
 - d. Seckford Trust- 2nd discussion due Tuesday 23rd February. It was decided to wait to see if there was real interest from the Seckford Trust before approaching Asset Education.
 - e. Street designs – JM has completed the survey from ESC and suggested that Halesworth be used as a testing ground for this.
 - f. Comments on mobility needs of people with disabilities received back from two organisations in Halesworth.
 - g. Photos – PW is storing any photos sent in by group members for use in the plan. **PW to create list of photos available and required. BM to send list of suggested view of the town to group.** JM has commissioned photos to be taken of the car dealership sites in Halesworth.
3. Town Centre Study – The first report has been received positively by the few who have seen it. **JM & KG to go through the appraisal and finalise the draft.** The meeting with ESC planners regarding the WMT appraisal was a useful exchange of ideas.
4. Contact with developers and conflicts of interests- advice from ESC planner – advice from the principal planner received was that *‘It is good to have dialogue with interested parties such as landowners and developers. They are vital in realising the contents of a plan. My only comment would be to ensure you remain objective and impartial. If you are looking to allocate sites in the neighbourhood plan, make sure the process is robust and objective and landowners and developers do not have undue influence on the creation of the plan. It is for the whole community after all.’*
JM & KG to meet with the potential developers and Millennium Green representatives at site 86. They appear willing to work with the community towards a possible mixed use site.
Interests of group members – **PW to create list detailing other interests in the Town for all group members to complete.**

5. Draft Plan introductory sections for sign off:
In Challenges section, the following changes were agreed.
 - a. Environment - 'risk of flooding to the town' and 'improve biodiversity'.
 - b. Housing – take out specific reference to sheltered housing. 'Green housing/energy efficient/zero carbon design.' Use 'the need for new housing to be well designed'.
 - c. Employment – include lack of opportunity for local education.
 - d. Infrastructure – the need to distinguish between play and open spaces. Take out reference to green spaces.
 - e. Heritage and Design – leave as is.
 - f. Movement – included 'peak times of the day' and limited bus services.
 - g. Town Centre – add 'and connectivity'.

6. Progress on policy/evidence work
 - a. Objective 1 Environment – dates for a meeting with the Environment Agency and Town Clerk have been suggested. CS has drafted a survey for the play spaces in the town. Suffolk Wildlife Trust have replied regarding the river and stated that due to C19 restrictions, no surveys are being conducted currently.
 - b. Objective 2 Housing – KG has requested information from ESC and Stephanie Baxter will provide this. JM has gathered evidence from Badgers but is still awaiting a response from the PR company who represent Hopkins Homes. The group has one response from a housing association to include in evidence received. The group does require responses from at least one more to include in the plan. **JM, CS & KG to meet in 2nd week of March to draw together information and create draft policies and request meeting with Chris Bowden (Navigus) for guidance.**
 - c. Objective 3 Employment – nothing new to add.
 - d. Objective 4 Community infrastructure/leisure – nothing new to add.
 - e. Objective 5 Heritage – the photos for this part of the plan have been decided. **JM & BM to meet to pull items out of the Design Codes for use in the Halesworth plan.**
 - f. Objective 6 Transport – nothing to add at this meeting
 - g. Objective 7 Town Centre – nothing to add at this meeting

7. Budget – PW had circulated a budget sheet before the meeting. JM asked that the £420 from SCC for the walking leaflets be shown on here.

8. Comments from the group – none to add.

9. Dates of next meeting: 17th March 2021