

Neighbourhood Plan Steering Group

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

Minutes

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

1. Apologies – None.

1a- Conflict of interest – Barnaby Millburn will be stepping down from the group as he has recently taken on a job which could be seen as a conflict of interest to the Neighbourhood Plan group. It was agreed that BM could support the finishing of the work on the Heritage and Design section with JM taking the lead

2. Minutes and Matters Arising from the 17th February 2021 – The minutes were agreed by those present last month.

Matters arising:

List of photos – TA, JM and PW had a zoom meeting to discuss the photos to be included in the first sections of the Plan. **PW to put photos into the plan and circulate.**

The final draft from We Made That has been received and will be presented to HTC on Monday.

Site Meeting – Cllr Dutton, KG, JM and two reps from the Millennium Green trust had a site meeting with a rep from SCF Developments regarding the site off Saxons Way and considered possibilities for the site. The key issues of access to the Green and not destroying any visuals to and from the Green were discussed. The site is outside the settlement boundary so the NP will not be referencing the site in the plan although it has potential to support the MG.

Outside Interests – PW had compiled a short list of outside interests for the group members but was still waiting for **EH and KG.**

CS, KG and JM to meet with Chris Bowden from Navigus on Monday.

BM and JM to meet to discuss the Design Codes.

3. Neighbourhood Plan production:

Section One – nothing to add

Section Two – will discuss under section Five.

Section Three – JM has sent a draft narrative for this section. She asked for comments from the group. BM suggested that it needed to reference that it was written pre Covid – **JM to make reference to this.** BM also asked about the burnt-out building in the town. Work is continuing to repair the building. The pavement in front of the buildings are part of the thinking in the Town Connectivity section.

Section Four – still waiting for a response from the Seckford Trust. CS has launched the survey at Edgar Sewter School for the children on open spaces and play equipment. TA has put forward a proposal that HTC take the lead in looking at what is needed for youth provision in the Town. It needs to build on the work of a group that existed pre Covid and of which EH was a member.

Section Five – no updates

Section Six – This has been sent to CB with the map of key movement routes.

Section Seven – the group is now waiting for the presentation of solutions from WMT. **JM to mention to WMT about possible connectivity between the Library and Bridge Street into the Thoroughfare.**

b – Feedback from Navigus - Chris Bowden – His advice is that we do not think in terms of policies but rather what we want to achieve for the town. He will devise the policies. **JM to send CB's guide to gathering evidence to the group.**

4. Meeting with the Environment Agency – a meeting with CS, KG, Nick Rees (HTC Clerk) Two flooding experts and habitat expert from the Environment Agency. The reps from the EA presented a report that showed Halesworth at a reduced risk of flooding which means there is no significant need to protect the town with flood defences. It was suggested that there was a need for improved communication with the town to get this message across. There are future projects in the pipeline to improve habitat and biodiversity which could help develop some natural flood defences.

Some of the information gained from this meeting can be used in the narrative for section one.

5. Objectives for housing – JM, KG and CS had come up with objectives for housing. These were discussed and with some further suggestions we agreed.

6. Consultation:

a – With HTC – 23rd March – WMT Appraisal and first solutions will be presented. The second half of the meeting our presentation of the introductory sections of the plan. **JM to put together presentation notes and share with CS and KG.**

b – Completed draft of the plan It was agreed that we should aim for some kind of face-to-face consultation with residents in July on the completed plan. A usual kind of public meeting is still likely to be out of the question. i-Chameleon, the popup shop is fully booked. The other possibility is to have a stall on the Thoroughfare. This will be discussed at the April meeting.

7. Budget update – JM has met with Nick Rees (Town Clerk) over Zoom and been through the budget. There are new invoices from Navigus and WMT to be paid. The end of year grant forms can now be completed.

8. Date of next Meeting – 21st April 2021