

Neighbourhood Plan Steering Group

**Tuesday 25th May at 6.30pm
Zoom Virtual Meeting**

Minutes

There were present: Tony Allen, Keith Greenberg, Joyce Moseley (in the Chair), Charlotte Slater, Emma Healey, Cllrs Jill Reece and Anne Fleming and Phillippa Welby (secretary).

1. Apologies – There were none.

2. Minutes and Matters Arising from the 21st April 2021 – The minutes were agreed. JM gave a budget update to the group. She has applied to Locality for a new grant, this will be available in July if granted. She has also applied for a High Street Regeneration grant. An assessment will be conducted to see if Halesworth qualifies.

3. Extra Town Centre Connectivity Consultations – An extra Zoom meeting was held to plan the extra consultations for the Town Connectivity project. The follow up HTC statement has been well received. This explained that the WMT project was only part of the consultation that goes in to the Neighbourhood Plan. The extra consultations have been scheduled for Wednesday 2nd June at 7pm via Zoom and a walkabout on Saturday 5th June starting at 3pm at the railway station.
PW to send corrected version of Connectivity consultation adverts to the group and to print out the posters for the town noticeboard and library. CS will collect posters for the school. EH to deliver posters to the Coop and Doctors surgery.

WMT have had an initial look at the survey response so far and over all they are positive and constructive.

It was decided that EH will Chair the Zoom connectivity meeting and KG and JM will split the presentation between them.

4. July consultation – The group are planning to hold a face to face public consultation before the regulation 14 formal consultation with HTC and ESC. EH has suggested that an open event could be held in St Mary's church as it is the largest venue in Halesworth and has areas that can be zoned off for the different parts of the plan. The consultation would also involve workshops, focus groups or discussion groups with the leaders of each section of the plan. It would also possibly include more walkabouts. EH also suggested that the HACT buses could be engaged to shuttle anyone without transport especially older residents to the event in the church. More discussion is needed on how to engage younger residents in the consultation.

A summary booklet will be produced in order for people to take information away and understand at their own pace.

This event will be an opportunity for the group to inform residents about the plan and for people to comment on the plan as a whole.

The event will hopefully take place in late September early October.

5. Proposal of scheduled reports to Halesworth Town Council –

It was discussed how best to present the chapters of the plan to HTC. It was decided to present them a couple at a time, this would allow Cllrs to read and understand without being overwhelmed with too much information in one go. The first two chapters (Economic Development and Housing) will be ready to present to the Council in the third week of June.

The next two (most likely Town Centre Connectivity and Transport & Movement) will be ready third week of July.

The other chapters (Environment, Community Infrastructure and Heritage Design) will be ready for a meeting in August.

There will be a final meeting in September for a discussion and hopefully the agreement of the Council.

The public consultation will then be late September/early October. **EH to lead on this. CS to lead on a follow up school consultation.**

PW to liaise with NR regarding meetings for Cllrs schedule.

JM has responded to the older people's accommodation survey from ESC but the online survey does not allow for in depth responses from the NP group. She will respond to Stephanie Baxter at ESC in more detail.

6. Date of next Meeting – 16th June 2021