

Wickhambrook Parish Council

Minutes

Of an extra-ordinary meeting of the Parish Council held on **Thursday 7th July 2022**

Present: P Couzens, K Merritt, M Lavelle, S Moy, T Turner

Attending: Parish Clerk Hilary Workman,
WS Cllr S Pugh, West Suffolk Planning Policy Officer Marie Smith
Two Members of the Public

This meeting was held in the Pavilion, Wickhambrook Memorial Social Centre.

- EO22.07.01 **Noted:**
Apologies were noted from SC Cllr Bobby Bennett.
Cllrs J Claydon and S Thwaite were not present.
- EO22.07.02 **Noted:** That when invited, there were
- 2.1 No Members' Declarations of Local Non-Pecuniary Interests and/or Disclosable Pecuniary Interest in subsequent Agenda items
 - 2.2 No declarations of lobbying for planning matters on the agenda their nature, including gifts of hospitality exceeding £25
 - 2.3 No requests for dispensations
 - 2.4 No additions and/or deletions to the Council's Register of Interests.
- EO22.07.03 **Noted:** Public Forum – (**Open Session**)¹. 18:01
That when invited, there were no comments or questions on any Agenda item or matter of concern from those members of the public present.
- EO22.07.04 **Noted:**
The following correspondence to this meeting not dealt with as an Agenda item or in the Clerk's report:
- 4.1 West Suffolk Council – Suffolk Code of Conduct
- EO22.07.05 **Noted:**
The meeting considered an update on the preparation of a Neighbourhood Plan for Wickhambrook (previously circulated as [WPC.EO.22.07.01](#)) reported by Cllr Turner, who further advised that:
- The survey monkey consultation set up by NPWG ([40 New Homes for Wickhambrook by 2040](#)) which asked local residents for their views on
 - The number of houses proposed by West Suffolk; and
 - The proposed site allocation
 Had been extended to Wednesday 13th July.

Marie Smith Joined the meeting.

- Based on responses already received, the NPWG was concerned that there might not be a broad consensus of opinion or agreement on the proposed site allocation.

Marie Smith agreed that, taking into account the above concern, West Suffolk Planning Policy could agree an extension to allow the parish council to consider its response to the consultation on Part 3 of Regulation 18 (Site Allocations) at its scheduled meeting on 28th July, and submit agreed responses by 2nd August.

¹ The period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed 15 minutes unless directed by the chairman of the meeting.

Signed: *Mike Lavelle*

Dated: 22/07/2022

- The NPWG had identified a need for additional technical assistance to facilitate:
 - Masterplanning
 - A housing survey of proposed development(s) for types and tenure of houses and proportion of affordable homes required
 - A more detailed full landscape survey for the parish which would consider amongst other issues, agricultural land and listed and heritage buildings (that undertaken by West Suffolk being more of a broad brush approach).
- Another meeting was scheduled for Thursday 14th to look at the outcome of the most recent parish consultation on West Suffolk proposals and stakeholder questionnaires.
- There was a concern within the NPWG as to how to respond on the site allocation if there was not a majority opinion arising from consultation responses.

E022.07.06 Noted:

The meeting considered West Suffolk Council's consultation on Preferred Options in developing their Local Plan, and draft responses (previously circulated as **WPC.EO.22.07.02**) for Parts 1 and 2 (Strategic and Non-Strategic policies respectively).

In response to questions, West Suffolk Planning Officer Marie Smith confirmed that West Suffolk had already received a lot of comments about speeding and road safety on the B1063 and how new development might impact on this in vicinity of the proposed site allocation. She confirmed that West Suffolk would be able to look at road modelling, what mitigations would work – but that this would be part of the stage after the Preferred Options consultation.

Marie Smith further advised that many of the omitted sites may re-submit, and that West Suffolk would like to hear the pro-s and cons of the proposed site allocation versus the omitted sites.

In reviewing the draft responses to the Preferred Options consultation, the meeting agreed the following amendments:

Part	Para/Policy No	Amendment
1 – Strategic Policies	2.2	Addition of - power supplies and - water supplies - surface drainage
	4.177	Addition of: The Neighbourhood Plan group will be requesting a more detailed Landscape Appraisal for the parish as part of its work.
2 – Non–Strategic Policies	6.12: NSP30	Addition of: The Neighbourhood Plan working group will be looking at this aspect, and accessibility issues for any new development, within site specifications.
	6.63: NSP40	Addition of: Work by the Neighbourhood Plan Group on the design plan will include landscaping of any new site allocation for development.
3 – Site Allocation	Deferred until 28/7 meeting and report back by 2 nd August as agreed with Marie Smith, Planning Policy Officer	

West Suffolk Cllr David Roach, who holds the portfolio for Planning, joined the meeting.

and

Proposal: Withdrawn:

Signed: Mike Lavelle

Dated: 22/07/2022

To approve the draft response to West Suffolk Council's consultation on Preferred Options in developing their Local Plan (Appendices A-C to WPC.EO.22.07.02), subject to any amendments agreed at this meeting

Following discussion, Cllr Turner substituted the proposal below and the meeting

Resolved:

To approve the draft response to West Suffolk Council's consultation on Preferred Options in developing their Local Plan (Appendices A and B to [WPC.EO.22.07.02](#)), subject to any amendments agreed at this meeting and consider a response to Part 3 (Site Allocations) at the parish council's scheduled meeting on 28th July.

Councillor Couzens offered his apologies for the meeting on 28 July, which he would be unable to attend.

WS Cllr Pugh and Marie Smith kindly offered the consultation documents and also business cards with a QR link to the consultation for use at the Parish Community Engagement event on 9th July.

Cllr Roach kindly offered to attend any future meetings of the parish council at which the West Suffolk Local Plan would be considered.

EO22.07.07 Noted:

7.1 Payments to be made as listed below:

	SUMMARY OF PAYMENT TO BE AUTHORISED	AMOUNT
7.1.1	Verse – NP Printing: #SIN002896	£128.40
7.1.2	Wickhambrook MSC – Room Hire NP March #1298	£15.00
7.1.3	Wickhambrook MSC – Room Hire NP May: #1315	£15.00
7.1.4	Wickhambrook MSC: Annual Rent Cemetery Road Pocket Park Lease: #1284	£40.00
7.1.5	Suffolk Assn. of Local Councils: Annual Internal Audit: 26117	£350.40

7.2 Resolved

That the proposed payments listed at 11.2 be authorised.

EO22.07.08 Noted:

The meeting considered the planning application(s) listed below as notified by West Suffolk Council for comment.

- 8.1 **DC/22/0835/HH** - Householder Planning application – Re-consult
- Two storey side extension (following demolition of existing extension)
 - single storey side extension
 - first floor rear extension.
 - replacement front dormer window

Sirocco , Bury Road, Wickhambrook, Suffolk, CB8 8PD

No Objection

8.2 **Resolved**

That the Clerk make known the Council's comments on planning applications above to the Corporate Manager, Growth & Sustainable Planning at West Suffolk Council.

EO.22.04.09 Noted:

That when any other matters for information, to be noted or for inclusion on a future agenda were invited, the following

- Response to West Suffolk Consultation on reviewed Statement of Licensing Policy

EO22.07.10 Noted:

To confirm that the scheduled date for the next meeting was Thursday 28th July beginning at 7:00pm in the Pavilion of the Wickhambrook Memorial Social Centre.

EO22.07.11 Noted: Close of meeting. 18:59

Signed: Mike Lavelle

Dated: 22/07/2022