

Wickhambrook Neighbourhood Plan working group
Full meeting – 7.00 to 9.00 pm Thursday 12 May 2022
NOTES

1: Attendance:

- Those present: Tracey (Chair), Di, Sandra, Sue, Richard and Roger
- Apologies: Sandy, Margaret, Emily, Maro, Sam, Jamie, Tara and Penny
- We noted that Sandy and Margaret wish to step back from the group, at least for now, and agreed that we would carry on with remaining members at present unless anyone puts themselves forward to join

2: Minutes of last meeting and matters arising:

- We agreed the minutes of the previous meeting – Richard to send these to Hilary for the website
- There were no matters arising

3: Report from the Parish Council:

- There will be an extraordinary PC meeting on 7 July – timing to be confirmed

4: Report on update for The Scene:

- Richard explained the quick update he had written for the next issues of The Scene
- **Roger will stay in touch with Steve Thwaite over dates for copy for future issues**

5: Village consultation – the process:

- We agreed to try to use the Jubilee Picnic on Sunday 5 June as an opportunity to consult with villagers in person over the questionnaire results and the proposals for new housing
- We could either put our display boards etc in a gazebo on the field – or locate them with the teas and coffees (in the MSC or in the WI hall?)
- **Roger will contact those organising the picnic to seek agreement on this**
- **Tracey will check availability of display boards etc with Hilary**
- We agreed also to run a consultation process online using Facebook and the village website with our WNP email address for replies
- **Tracey will explore use of Survey Monkey, Facebook and website**
- This gives us three weeks to prepare the consultation materials for the display boards and online
- **Richard to work on the materials and liaise with Ian over printing etc**
- Sandra and Tara offered to help with typing material up etc
- After the picnic we will have a month in which to prepare our recommendation to present to the PC on 7 July and to the village on 9 July
- This will give everyone three further weeks to comment individually before the Preferred Options consultation ends
- **We agreed to meet to confirm this consultation process at 7.00 pm on Monday 23 May at Tara – Richard and Sue’s house**
- **Sue to prepare an updated timeline to include this consultation phase**

6: Village consultation – the materials:

- We agreed to accept the draft prepared by Sue and Richard, including the questions
- **Tracey agreed to try making two ‘word clouds’ using the most popular terms from questions 28 and 30 in the questionnaire**

- **Richard to liaise with Ian over turning the consultation text into posters**
- We agreed to put the questions into four boxes on two poster sheets so people can write in their responses – and to print multiple copies of these sheets so we can put fresh sheets up when full
- **Tracey can also put text onto Facebook with questions if and when required**

7: Village consultation – the views of members of the group:

- We discussed West Suffolk’s proposals for Wickhambrook under Preferred Options and the results of the Housing Needs Survey
- We noted that we should be ready to make a recommendation to the Parish Council with regard to West Suffolk’s Preferred Options proposal in time for the Parish Council meeting on 7 July
- We discussed the need for a clear Design Code to help with management of any new housing development and the importance of landscaping and screening
- We noted that the recommendations arising from the Housing Needs Survey will need to be discussed by the Parish Council and noted the issues involved in identifying a rural exception site, working with a housing association and/or creating a community land trust

8: Any other business:

- There was no further business

9: Dates and times of Neighbourhood Plan meetings (**in bold**) and other events:

- **7.00 to 9.00 pm Monday 23 May 2022 at Tara on Nunnery Green**
- 1.00 to 4.00 pm Sunday 5th June – in person consultation at Village Jubilee Picnic
- **7.00 to 9.00 pm Monday 6 June 2022 in the Pavilion Room**
- **7.00 to 9.00 pm Thursday 23 June 2022 in the Pavilion Room**
- Evening of Thursday 7 July – we present our findings and recommendations to the Parish Council meeting
- 2.00 to 5.00 pm Saturday 9 July – we provide feedback to village at Community Engagement Day