

**Wickhambrook Neighbourhood Plan**  
**Working group meeting**  
**7.00 to 9.00 pm Tuesday 13 December 2022**  
**NOTES**

**1: Attendance:**

- Those present: Tracey (Chair), Penny, Emily, Di, Sandra, Tara, Sue and Richard
- Apologies: Roger, Maro and Jamie

**2: Minutes of previous meetings**

- We agreed these as a fair record and there were no matters arising
- **Richard to send notes from 29 November to Hilary for website**

**3: Update from the Parish Council**

Tracey reported the following updates from the Parish Council:

- Parish boundary changes have now been approved and Wickham Street will be formally part of Wickhambrook as from 1 April 2023.
- Revised plans have been submitted relating to the planning application at Aldersfield Place Farm in Ashfield Green – potential concerns about over-fill remain and the site is still outside the settlement boundary.
- Tracey and Ian Poole have met with representatives of the landowners of site 4.12a:
  - there has been no engagement with developers as yet
  - the landowners are willing to work with WNPWG and AECOM on a development brief for the site
  - the Parish Council is supporting mixed use in Class E for the site
  - AECOM will provide outline proposals for January 2023 for consideration by the landowners, WNPWG and the village
  - the landowners will consider ideas about Community Land Trusts and affordable homes
  - as noted previously, the Parish Council will invite representatives with experience of setting up and managing Community Land Trusts to future meetings to share views
  - the landowners have planning permission to build a large shed on a site adjacent to 4.12a – this will need careful consideration in relation to plans for developments on 4.12a, notably with regard to effective landscaping
  - **Richard to send plans round to group members**
  - **Ian to inform AECOM about the shed so they can integrate with their proposals for 4.12a.**

**4: Planning for phase one consultation with village – the site**

This will involve consultation on a development brief for site 4.12a and community actions:

- We have grant funding to allow us to make three brief two- to three-minute videos to support consultation.
- Ian can also organise ‘artists impressions’ of the site after development for us.
- We will produce a leaflet to be delivered, as before, to all households in the Parish.
- We will provide for responses online as well as in person at events with display boards.

- We agreed to aim to run phase one consultation in January 2023 as a ‘roadshow’ at various venues around the parish (see notes from November meeting) and to organise our events to coincide with other activities, for example:
  - WI lunches
  - Farmers Market
  - Fish and Chip Saturdays
  - David’s Sunday vegetable shop.
- Events will need to be staffed so we can write down people’s comments as well as allowing written feedback – for example, in questionnaire format or on Post-Its.
- Material on display boards can mirror content of leaflet to include:
  - recap of NP process so far
  - intro to site 4.12a
  - intro to AECOM’s development proposals (both with and without mixed use in Class E)
  - consultation on whether or not to include mixed use.

**We agreed to set up two sub-groups:**

- **a group to start developing materials – Emily, Sue and Richard**
- **a group to organise logistics and events – Tracey and hopefully Jamie and Roger (Richard to ask if they are willing to help and Sue to timetable).**

**5: Planning for phase two consultation with village – the Neighbourhood Plan**

This will include formal consultation on the Neighbourhood Plan as noted in previous meeting – and further:

- We can combine our consultation with the Parish Council Annual Meeting – which will be scheduled to align with WNPWG.
- We noted that the Referendum has to be conducted at a face-to-face meeting.
- We agreed to defer planning for this into the new year.

**6: Updates on actions**

We noted the following updates:

- We agreed that we should reflect the strong demand in the questionnaire results for more activities for various groups of village residents by creating a further potential community action – for example, activities for young people, for older people, a ‘man shed’, allotments etc – **Richard to draft with other actions.**
- Roger let us know that he is working on a map of sites of interest around the parish.
- **Richard will set up two Dropbox folders that will enable people to save photographs:**
  - **for multi-purpose buildings**
  - **for general village scenes and places of interest.**
- **Richard and Sue will update the timetable when dates have been agreed.**

**7: Date and time of next meeting**

- **7.00 pm Tuesday 17 January 2023**