Wickhambrook Neighbourhood Plan
Working group meeting
7.00 to 8:20 pm Thursday 14th July 2022
NOTES

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

2: Minutes of previous meetings
- We agreed these as a fair record and there were no matters arising
- **Richard to send minutes from 23 June meeting to Hilary for website**

3: Report AECOM & Parish Council Meeting (7th July)
- Ian, Hilary & Tracey attended the online AECOM meeting.
- AECOM will be able to provide a master design plan for the proposed site, this will be included with in the Neighbourhood Plan document. As part of this work they would conduct an independent survey of the housing requirements for any new development, size, type no beds etc. It would also include a landscaping scheme.
- They would envisage a community workshop for the master design plan, to get parish agreement/engagement, prior to being finalised.
- PC meeting: West Suffolk have agreed an extension to 2nd August for the submission of the PC comments to Paper Three (site allocation). The PC response will be agreed in the next PC meeting on 28th July – all welcome to attend.
- PC are using a mixture of summary from NP questionnaire and other comments received from the parish
- PC agreed to Tracey's proposal for application of grants for Landscape survey & Master design plan under technical assistance.

4: West Suffolk Preferred Option – Village views
- We had 29 paper returns at the Flower Show & total of 40 returns online (closed on 14th July), 69 in total.
- Consolidated results were previously circulated. Advice from Ian Poole: this is not a significant return from the residents, less than 5%.
- Feedback at the flower show: general discussion between the attendees, the strong themes that came out were speeding, traffic, parking at the school and Thorns Close. Why doesn't the Drs move to a more convenient place?
- On the preferred options, this was balanced view for & against depending on whether the resident was immediately impacted by the site location. Majority consensus was that the number of houses should not exceed 40, is better than it could have been. Approx. 20 QR code cards were given out for people to go online.
- Tracey will bring up to the PC the issues of traffic, school parking.

5: Stakeholder interviews
- Consensus was that Dr Cooper & school interviews have a good balance of comments about the village.
- **Jamie will interview Anna Sykes next week – No update received yet Tracey to chase for an update**

6: The Design Guidance and Codes and site development master planning
- We noted that AECOM had responded thoroughly to our comments on their draft of the Design Codes
- Roger had sent more photos to AECOM for the Design Code document
- AECOM will also be working on the site development master plan for Wickhambrook – we assume we will get drafts for comment as with the Design Codes and we can work with stakeholders locally to ensure that the master plan is appropriate
- Ian has recommended starting work on the site development master plan after the end of July – costs will be covered by the same grant system as the Design Codes
- Ian noted that West Suffolk will recommend that maybe 30% or 40% of any new homes built are 'affordable' – this can mean 'affordable' to buy on the open market or we can use the site development master plan to demand a mix of homes for rent, shared equity and purchase IF we carry out a viability assessment in advance as part of the site development master plan
- **Tracey attended the site development master plan preliminary meeting with AECOM on Friday 24 June and gave feedback**

7: Future planning
- We briefly discussed the revised timetable provided by Ian Poole

8: Any other business
- There was none

9: Dates and times of future meetings
- Next meeting online – Thursday 21st July – Tracey to speak to Richard to confirm whether whole group needs to attend.
- **Tracey to send out teams meeting invite**
- Note next Parish Council meeting is Thursday 28th July, at 7pm, all welcome, main discussion will be around Preferred Options.