

Wickhambrook Neighbourhood Plan
Working group meeting
7.00 to 9.00 pm Tuesday 29 November 2022 at the MSC
NOTES

1: Attendance:

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

2: Minutes of previous meetings

- We agreed these as a fair record and there were no matters arising
- **Richard to send notes from 24 October to Hilary for website**

3: Update from the Parish Council

Tracey reported back from the Parish Council meeting of 24 November:

- We discussed the planning application at Aldersfield Place Farm. The Parish Council, together with 14 out of 21 households in Ashfield Green, have objected to this application. We noted that the Neighbourhood Plan Design Code has supported the Parish Council in reaching and justifying this position, creating a precedent for deferring speculative planning applications until the full Neighbourhood Plan is in place. We noted that, in future, the Design Code will help to manage and respond to 'windfall' planning applications like this.
- The Parish Council has agreed to support West Suffolk's preferred option for developing 40 homes on site 4.12a. In the Parish Council's view, there is not enough evidence to reject the proposal for 'mixed use' development on site 4.12a. We noted that such development would be limited to options within Use Class E.
- Tracey and Ian have arranged to meet the landowner in order to discuss proposals for development at site 4.12a. They will emphasise the roles of the Neighbourhood Plan, the Design Code and AECOM's development brief in shaping plans. We noted that the landowner is also likely to want to remain involved in discussions and to support consultation with the community.
- The Parish Council will be discussing Community Land Trusts at their next meeting on Thursday 13 January 2023. Representatives from Lavenham will be attending in order to share their experience of setting up and running a Community Land Trust.
- We noted that the boundaries of the parish around Wickham Street have now been revised and that we will need to use updated maps in our future work. Tracey will ask Hilary to contact West Suffolk to expedite the process of providing a revised map of the parish and therefore of the Neighbourhood Plan boundary.

4: Update from Ian Poole

Tracey and Richard reported on conversations with Ian Poole:

- West Suffolk are looking into the feasibility of using a Community Land Trust to manage affordable homes as part of housing development in the village.
- Ian has a draft of the landscape survey of land around the village – he is raising a few queries before the draft report becomes available for the group to look over.

- AECOM are working on the development brief for site 4.12a and we should have an early draft in January 2023 – hopefully giving a few options in outline for different approaches.
- Ian also working on our Neighbourhood Plan and hopes to have an early draft with us for January 2023 – **Richard will circulate links to examples of Neighbourhood Plans for other communities.**

5: Consultation events

We agreed that we will need two phases of consultation:

- probably in January to February 2023 – consultation around site 4.12a and the development brief being prepared by AECOM together with ideas for community actions to be included in the Neighbourhood Plan (see item 6 below)
- probably in March 2023 – consultation around the Neighbourhood Plan itself in preparation for the referendum.

We agreed a number of principles to guide consultation on the site and development brief:

- Rather than formal presentations, we should run a number of ‘drop in’ style events on different days and at different times – with display boards attended by members of the working group and offering opportunities to leave comments (on post its?).
- The displays should also be designed to work as a ‘roadshow’ at ‘pop up’ events in a variety of locations around the parish to include, for example: the MSC, the WI hall, the pub, the church hall, venues in the outer greens.
- we should try to co-ordinate our events with other activities that bring people together – for example, meetings of the WI or clubs and societies, times when the fish and chips van is at the MSC etc.
- in addition to the ‘drop in’ events, we should pay to have leaflets delivered to all households as well as using social media and online strategies

The consultation on the Neighbourhood Plan itself will have to comply with more formal requirements. We will need to arrange:

- a launch event to introduce the Neighbourhood Plan to village residents
- a six-week period of consultation and consideration
- a referendum held at a meeting (perhaps coinciding with the Annual Parish Meeting?) so members of the community can vote in person on whether or not to accept the Plan.

It may be helpful to appoint sub-groups to work on these consultation processes and then report back to the full working group. We agreed that we should use the banners around the village again with posters to cue people into these opportunities.

6: Reports on actions from previous meeting

Community actions

We discussed ideas for headings for community actions. We will consult the village about these (see item 5 above) before deciding which to include in the Neighbourhood Plan. The following all draw on ideas that were strongly represented in the results of the questionnaire (see notes from meeting of 24 October 2022):

- *Traffic Management* – to include initiatives we can actually enact as a community – maybe including improved traffic management as an element of the development brief for site 4.12a
- *Wildlife and Conservation*
- *Footpaths and Bridleways*
- *Tidy Village* – to include litter, dog fouling, gardens, verges, graffiti etc
- *Sustainability* – to include renewable energy, self-sufficiency in food (perhaps including allotments), recycling etc
- *Historic Assets* – to include listed and non-listed buildings, the outlying greens and hamlets, specimen trees (including those without tree preservation orders).

Richard to draft versions of these community actions for discussion at future meetings.

We noted that we will also need an ongoing group to monitor the implementation of the Neighbourhood Plan and to review future planning applications.

Register of unlisted buildings/features of interest

Roger talked about his work developing a register of features of interest around the village. He is including non-listed buildings; settings and environments; the outlying greens and hamlets; specimen trees; wildlife havens; and other features (like antique post boxes etc). After discussion, we encouraged Roger to consider including: photographs; listed descriptions; and maybe colour-coded locations marked on a map of the parish.

Photographs

Tracey talked about her work on photographs of interesting multi-purpose buildings around the village. We also noted that we need to collect photographs of general village scenes/images for Ian to use in the Neighbourhood Plan – **all to contribute photographs please and please give images a descriptive title**. In both cases, phone camera images saved in high res will be fine. **Richard will set up two folders in Dropbox** for:

- photos of the various styles of multi-purpose buildings around the parish
- general scenes and characteristic images from the village.

7: Timeline and future actions

Sue to update timeline with agreements from this meeting.

8: Any other business

There was none.

9: Date and time of next meeting

Tuesday 13 December 2022 7.00 to 9.00 pm Pavilion Room MSC