

Minutes of the Neighbourhood Planning Meeting

Wednesday 8th June 2016 7.15pm.

U/C Methodist Church Hall

NPNPSG Members Present: Helen Papworth (HP Co-Chair), Phil Sandell (PS Co-Chair), Stephanie Bennett (SB) (Vice Chair), Graham Hopton (GH Treasurer), Jon Payne (Jon P), Jill Parker (Jill P, Administrator), Shirley Mullen (SMM), Richard Cass (RC), Caroline Henegan (CH)

	AGENDA ITEMS	ACTIONS
1	Apologies Tony Dawson, Sally Mandley, Josie Maudlin, David Milton, Irene Ward.	
2	Declarations and possible conflicts of interest None	
3	Previous Minutes Minutes of meeting 20/04/16 Matters Arising a) Signed minutes of previous meetings have been sent to SM b) Writing team have yet to meet c) PS formally thanked everyone for supporting the May Day stall. Lots of comments from visitors to the parish which can be incorporated into NP. Need for affordable housing reinforced by comments from local visitors. d) Meeting of WG convenors held to clarify details of report compilation and submission and answer questions. Judged to have been found helpful.	Approved
4	Financial Report GH produced current financial breakdown. HP confirmed there are sufficient funds available to last to the end of the project. Budget should be redrafted to better anticipate needs and timing of them PS formally thanked GH & HP.	Agreed
6	Updates from Working Groups Project Team: Have held two meetings focusing on the management of the completion of the site assessment process, The SG's selection of preferred sites and the form of the public consultation events. Notes on the website. SG Workshop date identified. Housing: As above	

	<p>Water: Water management report and policy complete, SG agreed to accept policy, subject to any amendments made from consultations with experts (Alison Eardley, CBC, Anglia Water).</p> <p>Heritage: PS checked report format and gave feedback to Mark Lewis. Report to be delivered by end of June together with appendix of listed buildings.</p> <p>Environment: Investigations finished. Report to be delivered by end of June.</p> <p>Business: Work on broadband nearing completion and questionnaire reach widened. Expected report delivery mid-July</p> <p>Getting About: Data submitted on state of footpaths in parish. Report is needed however consisting of current state and consideration of future footways and footpaths etc. suggested by parish consultations . PS suggested P3 and SG be involved in a joint workshop to complete this process.JP to complete dataset from all sources for this workshop. JP suggested David Milton to be formally requested as Chair of P3.</p> <p>Community Facilities: Report to be submitted by end of June . SB co-ordinating response.</p>	<p>HP</p> <p>Agreed</p> <p>PS Agreed</p>
7	<p>Greensand Country Partnership Project Item postponed to a future meeting.</p>	
8	<p>AOB</p> <ol style="list-style-type: none"> 1 Additional help may be needed to complete getting about report and mapping exercise . Mark+Mitzi Lewis to be asked 2 21st June cut off agreed for any additional sites to be submitted. SM to organise announcements in usual press and media publications. 3 Sally Chapman to be contacted with site assessment queries 4 GH asked when formal work would start on Tesco's grant project. HP will send RC the formal wording needed to contact CBC. 5 Groundworks to be notified that GH is official contact 	<p>SMM</p> <p>PS</p> <p>HP</p> <p>HP</p>

	6 Kate Lowe has been alerted that a commission for public consultation materials is imminent.	
9	Dates and time of next 2 meetings 19.07.16 11.08.16 07.09.16	