

MINUTES OF THE WOOLPIT NEIGHBOURHOOD PLAN STEERING GROUP  
MEETING HELD ON MONDAY 26 JUNE 2017 AT 7.30 P.M. IN WOOLPIT  
INSTITUTE.

**Present:** Richard Mawhood (Chairman), Jennie Denny, Alan Round, Andrew Brain, John Guyler, Tim Baker, Caroline Blomfield, Trevor Howard, David Hughes, Lisa Hicks and Jane Foster.

**Public comment:** another visit to Woolpit Business Park and Rookery Farm has been arranged for 10 July at 7.00 p.m. for those unable to attend the previous visit.

1 **Apologies for absence** were received from Ben Holden, Jane Storey and Dr Richard West.

2. **To receive declarations of interest.** TB declared a prejudicial interest in item 11 as owner of a piece of land at Haughley Park business area.

3. **To approve minutes of the meeting 22 May 2017.**  
The minutes were approved signed.

4. **To receive correspondence/communications and deal with any matters.**  
None.

5. **To receive accounts for payment.**

Invoices from Kallkwik £960.00 and Smartsurvey £648.00 have been paid. The invoice from Lucy Batchelor-Wylam for £300.00 has been received and will be paid shortly.

6. **To discuss the Community Energy Feasibility Report from Carbon Smart and provide a recommendation to the Parish Council.**

The report recommends a biomass heating system for the health centre owned and operated by a dedicated Community Interest Company on behalf of the Parish Council. Steering Group members feel the outcome depends on planning and development in the village and the effect on the Health Centre. Dr West is taking the report to Health Centre partners and we need to wait for their thoughts. This issue will be discussed further at a later date.

7. **To receive and discuss a recommendation from the Landscape Character Appraisal Group with regard to the tenders received from Landscape Sensitivity Study and take any necessary action.**

A brief was sent out and 3 tenders received all at an approx. cost of £5000.00. The recommendation is that Alison Farmer is appointed. There is an issue with the grant application as the previous grant needs to be finalised before a new application submitted. JF will contact Groundworks to see when they consider the grant to be finalised. The recommendation of Alison Farmer was accepted with clarification of the number of meetings required and cost per meeting. JF will contact Alison and advise we wish to appoint her but need to wait for grant funding. *Action: Jane Foster*

8. **To receive an update on the delivery of questionnaires.**

All have been delivered very efficiently by a team of 20. The response of residents seen is overwhelmingly positive.

RM has already collected 20 completed questionnaires from the Health Centre and gift shop and 60 have been started online of which 30 have been completed. Posters will be put up reminding residents to complete questionnaires. An item will be in the next school letter advising the questionnaire is available for completion for those not living in the village.

**9. To form a group to input and undertake analysis of Questionnaire responses.**

TB, TH, CB and JG volunteered.

**10. To form a group to draft policies for the plan: initially reviewing the work of the Objectives group and local and national planning policies, and examining options in the context of baseline data and key issues identified through community consultation.**

JS, TB, JF, DH, RM and JD. Our critical friend will need to be involved at an early stage. Policies need to identify land use issues. The first meeting of the group was arranged for 17 July.

**11. To receive comments from the Parish Council on any planning applications received.**

MSDC has advised that they are working with landowners for a “coordinated and sustainable development which is ultimately deliverable” at Haughley Park. This includes the demolition of the chicken processing site and returning it to park land near to the Grade I Listed Building, creation of a business park area south of Lawn Farm and a housing area in Warren Lane close to the A14 which is currently a field surrounded by woods. MSDC will consult with Parish Councils as plans progress but is not willing to do so at the moment.

TB left the meeting at 9.15 pm.

Discussion pursued regarding the housing and business areas. Concerns were expressed regarding sustainability. The group are not being asked for comments at this stage.

TB rejoined the meeting at 9.28 p.m.

**12. Any other business.**

District Councillor Locality funding is available up to September for projects.

**13. Date and time of the next Steering Group meeting – Monday 24 July 2017 at 7.30 p.m. in Woolpit Institute. Noted.**

The meeting closed at 9.33 p.m.

Signed.....

Dated.....