

MINUTES OF THE WOOLPIT NEIGHBOURHOOD PLAN STEERING GROUP MEETING HELD ON MONDAY 26 SEPTEMBER 2016 AT 7.30 P.M. IN WOOLPIT INSTITUTE.

Present: Trevor Howard (Chairman), Richard Mawhood, Caroline Blomfield, John Guyler, Lisa Hicks, Alan Round, Andrew Brain, Ben Holden, Dr Richard West, Jane Foster and 1 member of the public.

Public comment: AR has had a conversation with the Manager of the Co-op and asked if the Co-op has any plans to relocate, no. He also advised that Elmswell Co-op is more profitable than Woolpit Co-op. RM felt that land was needed for any relocation which would only come within any new development.

1 **Apologies for absence** were received from Jane Storey.

2. **To receive declarations of interest.** There were none.

3. **To approve minutes of the meeting 1 August 2016.**

The minutes were approved and signed.

4. **To receive correspondence/communications and deal with any matters.**

There were none.

5. **To confirm date for signature of Members Register of Interest forms.**

All forms now received.

6. **To receive accounts for payment.**

There were none.

7. **To receive an update on the application for a WRAP grant (tender from Carbon Smart) and take any necessary action.**

Carbon Smart has issued a tender for the scheme. JG is in the process of completing the application form for a grant from WRAP.

8. **To receive a report from subgroups and take any necessary action.**

Business – traffic has come up as an issue during the interviews that have been done so far. It is noted that there are several traffic surveys taking place in various locations in the village at the present time.

Health & Welfare – nothing to report.

Historical Background – a pro-forma has been drawn up and various aspects of individual areas of the village looked at. Rags Lane, Broom Hill Lane have been completed. The group want to divide the village into 5 areas to look at agricultural rating of land, natural features, visual aspects, views etc.

Census Data – Nothing to report.

Community Engagement – LH has conducted an assembly at the school and introduced the Neighbourhood Plan to the children. From that 4 questions have been asked of the children and classes will be working with their teachers on these. LH will engage with the children again in 6 weeks.

Liaison Group – nothing to report.

Publicity – nothing to report.

LH has obtained 2 maps and has a pdf of the basic map and this can layer various information onto it required for the NP.

9. **To discuss the format and focus of a presentation/consultation event to be held towards the end of October.**

RM feels there should be an event in the Village Hall in 4-6 weeks' time to show residents what has been done. This could include the results of the community

consultation, historical background, maps and overlays. This allows the SG get public response to what has been done so far, concentrating on certain areas such as traffic, housing, and how the public would like to see CIL/Section 106 money spent. The SG should reflect what the community wants and Woolpit PC should listen to this. It was discussed to contact landowners and advise them that we are putting a NP together and ask them how they would like to see land developed.

JG advised that WPC would like to discuss facilities that the village needs with developers, such as green space for recreation, good pedestrian/cycle paths to the centre of the village.

All felt it was good to have an event to keep the NP in the public eye. There could be a sit down presentation and then a more informal approach, including a display of what the children have come up with. The Clerk was asked to see if all the rooms are available at Woolpit Institute on 12 November for 2 sessions, 10.30 a.m. – 12.30 p.m. and 3.00 - 5.00 p.m.

10. To discuss the scope of a potential community questionnaire, and set up a Questionnaire subgroup if appropriate.

Carried forward to the next meeting. All members were asked to look at other village's questionnaires, particularly Lavenham to help with discussions. It would be appropriate to invite Chris Bowden to the next meeting.

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

The Old Stowmarket Road site is up for sale.

An approach was made to MSDC to have a meeting with Woolpit, Thurston and Elmswell along with key people at MSDC to discuss infrastructure in a bigger picture for the area. A meeting has been held with the Chairmen, Clerks, District Cllrs for the three villages and Bill Newman, Tom Barker and Philip Isbell MSDC officers.

It is hoped to have SCC Highways at the next meeting to advise how roads in the area will develop.

Hopkins Homes have requested a meeting with Cllrs to advise what they are proposing at Street Farm. This will take place this week.

12. Any other business and actions for next meeting. None.

11. Date and time of the next Steering Group meeting – Monday 24 October 2016 at 7.30 p.m. in Woolpit Institute. Noted.

The meeting closed at 9.37 p.m.

Signed.....

Dated.....