

STRADBROKE PARISH COUNCIL

Minutes of Neighbourhood Plan Committee Meeting
17th August 2017 @ 7.30pm
Old Courthouse, Queen Street

Present: Chris Edwards, Ellie Wharton, Alex Bloss, Ann Readman, James Hargrave

Also present: Working Party Members – Katie Eagle, Ginny Painter. Odile Wladon (Clerk)

		Action
1	Apologies were received from Ian Poole, Lynsey Smith and Carrie Barnes	
2	Co-option of members: James Hargrave was co-opted to the committee	
3	Feedback from:	
3.1	MSDC meeting – it was agreed that Ian Poole would continue as MSDC Critical Friend. It was noted that all present were in agreement that infrastructure was a key element for future development and therefore very important to the Plan. A representative from Suffolk County Council’s infrastructure team will start the process of identifying capacity within Stradbroke.	
3.2	PC – update given to council, approval received for grant application and further technical support. Chris Edwards will now progress.	CE
4	Site Assessments: <ul style="list-style-type: none"> • Full report not yet available. • Assessor was given as much information as possible, including information from title deeds to establish ownership. • Assessor observed bottleneck on Queen Street outside primary school even though it was school holiday. • Some sites were not assessed as they have already been assessed by MSDC. MSDC advised committee to review emerging plan once released for consultation. 	
5	Gantt Chart – an updated chart was presented. Roles and responsibilities need to be identified. All present were asked to review the document before the next meeting. Chris Edwards is contacting someone who may be able to take on the role of project manager.	All CE
6	The layout of a draft plan was presented, the meeting focused primarily on the vision and objectives. The following were noted as items to include. <ul style="list-style-type: none"> • Policies and objectives should be in favour of sustainable development but must not aggravate the bottleneck. All development near the pinchpoint must mitigate against further problems rather than add to them. • We need to include a capacity statement, for all areas including education, highways, utilities etc • Evidence on Queen Street needs to be gathered: <ul style="list-style-type: none"> ○ Exits to the street from the Church to Skinners. ○ Number of houses ○ Number of proposed houses – already granted planning permission ○ New entry points • All documents need to be reviewed to ensure they are “user” friendly and free of jargon. Glossary will be important. • Key worker accommodation could be difficult. 	EW

	<ul style="list-style-type: none"> • A new pre-school is very important – this will attract more children to the primary school. Ensuring long term viability of the primary school is key – as this will attract young families to the village. • All need to identify houses that are “wrong” and explain why. This will help to identify what we do or do not want. We need to find a way to create what we want possibly using the flexibility of trading off other areas. • Cemetery – the number of plots still available will be reviewed. 	All Clerk
7	All need to review the green spaces document and identify any missing areas. A register of community assets also needs to be identified, the Parish Councillors have been asked to look at this too.	All
8	<p>Open Events:</p> <p>It was agreed that due to the lack of information handed over from the previous committee the two events scheduled for September will be cancelled.</p> <p>Two events will be held in October:</p> <p>Afternoon of 17th October during the PC Clinic</p> <p>Evening of 19th October</p> <p>It is also proposed to have a consultation event at the parents’ evenings at the schools, those dates have not yet been released.</p>	
9	Ian Poole has offered to carry out some training. Date to be agreed.	

Date of next meeting: 6th September 2017 @ 7.30pm, Old Courthouse.

Signed: _____

6th September 2017