NOTES OF INITIAL NEIGHBOURHOOD PLAN WORKING GROUP

Mon 18 June 2018

**Present**

Helen Wallace (Acting Chair), Catherine Harrison, Stephen King PC, Stephen Lustig, Nick Miller, Joan Peacock, Noreen Grant, Paul Willer, Zonia Gower, Karen Wiles, Ted Nichols, Paul Battle, Bronwen Stacey PC.

**Apologies.**

Mark Armitage, Nigel Finch, Ian Jordan.

1. Welcome – HW invited all to introduce themselves. The agenda set was to stimulate discussion around some key areas but HW appreciated the full agenda may not be achievable in the timescale of one meeting.
2. Application to Designate A Neighbourhood Area – Many in the group had heard and taken part in the discussions regarding designated area at the Community Consultation meeting of 14 May. HW updated the group on the outcome from that meeting which was for the whole Assington Parish boundary area to be designated and for Assington to develop an individual plan and not a joint plan with neighbouring villages. This decision has been endorsed in principle by the PC. Further discussion took place around a copy of the OS map and again a unanimous agreement to proceed with this arrangement. HW concluded that this needed to be done and approved before grants can be applied for.

**Action – HW to update PC on decision at meeting on Wed 20 June.**

**HW and Jane Hatton (Parish Clerk) to complete application**

**paperwork and submit to BaberghDC.**

1. Skills and Time commitment – this was touched on briefly but will be revisited as the group understands more fully what is involved in developing a neighbourhood plan together.

**Action – for members to think about areas of interest and skills for next meeting.**

1. Areas to cover in a Neighbourhood Plan as taken from Babergh Guidance - HW read out the Babergh section headings ; *Archaeology, Education, Fire and rescue, Flooding & Water Management, Health & Wellbeing, Libraries, Minerals & Waste, Natural Environment, Public rights of way and Transport*. HW declared an interest in work to do with Health & Wellbeing and NM & NG Natural environment. NM has already produced a map indicating the important natural sites in the village. It was envisaged that small subgroups based on these areas might be the way to progress work. The section headings used in Lawshall plan also read out and the group thought these were more useful and meaningful to them ;

***Village Past Present & Future,***

***Housing,***

***Natural Environment***

***Heritage***

***Amenities and Services***

***Infrastructure & Business***.

It was suggested the Lawshall plan is a good one to consider using as a guide. Much discussion ensued around how to proceed with the plan and whether we could do it faster than the usual 2yr timescale quoted by other areas. The rational being to try and counter the level of building and further development already happening in the village. PW believed this was possible if we had a good project plan mapped out with timescales and said he was happy to draw one up and also offered to speak with Newton Neighbourhood Plan chair if needed. HW reiterated the need to ensure we go at a pace where we can keep the village on board as without the engagement of the residents throughout the process we will not have a successful referendum at the end.

NM asked re previous housing survey done by Assington Parsh Council which identified sites for development and suggested this could be revisited.

PW suggested we could look at guiding principles at next meeting, an example given of children being able to walk to school bus safely.

**Action – for all to read Lawshall’s Neighbourhood plan and discuss at next meeting using this as a guide**

**babergh.gov.uk/neighbourhoodplans**

1. Terms of reference – there is a requirement to have these for the working group. Brief discussion only and agreed for now meetings will continue in the village hall, every 2 weeks initially (possibility of alternating between Mon and Fri ) 7.30 – 9pm, HW to continue as acting chair.

**Action – HW to send notes of meeting to group and book room for next meeting.**

**Date of next meeting**

**Mon 2 July 7.30 – 9pm Assington Village Hall.**

Please feel free to invite other interested people along.