

WOODBIDGE TOWN COUNCIL

Minutes of a meeting of the **NEIGHBOURHOOD PLANNING SUB-COMMITTEE**
held in the Shire Hall, Market Hill, Woodbridge on **WEDNESDAY 1ST JUNE 2016 at 6PM**

Councillors:

Present: G Holdcroft, P Mulcahy, E O’Nolan and C Perkins

Apologies: None

In Attendance: Deputy Town Clerk

61. **MEMBERS AND OFFICERS WERE INVITED TO MAKE ANY DECLARATIONS OF DISCLOSABLE PECUNIARY OR LOCAL NON-PECUNIARY INTERESTS THAT THEY MAY HAVE IN RELATION TO ITEMS ON THE AGENDA AND WERE ALSO REMINDED TO MAKE ANY DECLARATIONS AT ANY STAGE DURING THE MEETING IF IT BECOMES APPARENT THAT THIS MAY BE REQUIRED WHEN A PARTICULAR ITEM OR ISSUE IS CONSIDERED**

Councillor Holdcroft declared a local Non-Pecuniary interest in item 65 as a director of Choose Woodbridge.

62. **CONFIRMATION OF MINUTES OF THE MEETING HELD ON 17TH MAY 2016**

IT WAS RESOLVED that the minutes of the previous meeting held on 17th May 2016 be confirmed and signed as a true record.

63. **MATTERS ARISING**

Councillor Holdcroft still to produce the ‘Bare Bones’ Statement. To be discussed at the next meeting.

64. **QUESTIONS TO THE CHAIRMAN**

None

65. **PRESENTATION OF ‘BARE BONES’ DOCUMENT**

Councillor Holdcroft explained that he did not yet have such a document to present but that he had gathered information for it from 3 sources:

- Suffolk Observatory –lots of data relating to Suffolk Coastal and some relating only to Woodbridge;
- Nomis, from the Office of National Statistics – very detailed information, broken down by ward, which relates to an area almost contiguous with the Neighbourhood Plan area, and;
- Slingshot, from the Local Enterprise Partnership – data on businesses in Woodbridge.

Councillor Holdcroft then proposed that he draft an initial chapter for the Neighbourhood Plan, entitled 'This is Woodbridge' and ask SCDC to sanity check it, noting that the first two sources were publicly available data and the latter was not. **Agreed.**

66. **UPDATE ON TELE-CONFERENCE WITH MR BOWDEN**

Councillor Mulcahy noted the Site Survey documents received from Mr Bowden. There were no comments upon them. Councillor Mulcahy proposed adopting the documents and changing them, where necessary, to be labelled as Woodbridge Neighbourhood Plan, then using them for the call for sites. **Agreed.**

67. **REPORT FROM COUNCILLOR MULCAHY REGARDING MEETING REQUEST FROM MR SCRIMGEOUR OF SUFFOLK COASTAL DISTRICT COUNCIL REGARDING CHANGES TO THE CONSERVATION AREA**

Councillor Mulcahy reported that a meeting was being arranged to review the conservation area with Michelle Coup, an Area Planning Officer, and Dr Paul Bradley of Suffolk Coastal District Council, along with Mr Scrimgeour. The meeting will discuss what Mr Scrimgeour is doing with the Aldeburgh Neighbourhood Plan and the results will influence the Woodbridge Neighbourhood Plan.

A discussion ensued regarding who should attend from Woodbridge Town Council noting that the Conservation Area is probably under the remit of the Planning Committee. Councillor Mulcahy will follow this up with the Town Clerk to ascertain the purpose of the original email invitation and to decide who should attend on behalf of Woodbridge Town Council.

68. **SUB – COMMITTEE AND STEERING GROUP – STRUCTURE AND WAY FORWARD**

Councillors Holdcroft and Perkins reported from the recent Choose Woodbridge meeting at which Councillor Holdcroft had been asked to give an update on the Neighbourhood Plan. After discussion it was **agreed** that Choose Woodbridge Neighbourhood Plan Steering Group focus would be quite different from that of the Town Council Neighbourhood Plan Steering Group and that membership overlap could risk the integrity of the latter.

After discussion on ways to recruit to the Town Council Neighbourhood Plan Steering Group **IT WAS RESOLVED** to:

- 1) Ask the Full Town Council to review the decision to impose the Suffolk Code upon Steering Group members in light of the failure to recruit under this condition
- 2) Invite everyone on the existing list of those interested in joining the Steering Group to a presentation meeting explaining how the Neighbourhood Planning Sub-committee wish to progress
- 3) Only if sufficient Steering Group membership is not recruited after the presentation meeting to advertise to the wider public again

Further to the first action it was agreed that if the Suffolk Code is no longer mandated Steering Group leads must still register their interests with the Town Council, to be available should there be any legal challenges.

69. **ANY OTHER MATTERS OF REPORT AT THE DISCRETION OF THE CHAIRMAN**

None.

Councillor Mulcahy
Chairman