

Minutes of Meeting on 12th May 2022
Meeting of Elmstead Neighbourhood Plan Steering Group
Community Centre, School Road, Elmstead Market, CO7 7ET

Present: Cllrs Adam Gladwin (Chairman), Maxine Jeggo, Martine Ward and Gill Williams, Mr Michael Champion and Mrs Holly Ward.

Also Present: Mrs A Baxter (clerk)

Absent: Cllrs Amanda Brennan and Sally Fairey

22/066 Apologies for Absence.

Cllrs Amanda Brennan and Sally Fairey sent their apologies.

22/067 Declaration of Pecuniary Interests and Personal Interests.

None.

22/068 Approval and signing of the minutes from 28th April 2022.

It was resolved to accept the minutes from 28th April 2022 as true and accurate.

Proposed: Cllr Gladwin, Seconded: Cllr Ward, all in favour.

22/069 Public Speaking

None.

22/070 Draft Neighbourhood Plan

- a) *Local gap and corridors of significance report for Policy ELM2 which describes the gap in greater detail and the particular contribution that it makes or is expected to make. Is a development boundary report required for the boundary at Lanswood?*

The clerk passed on that our consultant doesn't feel at this time that a boundary report is required. Cllr Brennan and Mrs Baxter are still to meet to write the report. Mr Champion will do an outline of the gap on a map for the group to review. The corridors will be wiggly lines.

- b) *Landscape setting report for the countryside area between the Garden Community and the village.*

Cllr Gladwin has started doing the landscape setting "gap" work. He might do all of the evidence work as it fits in with the Green Infrastructure work. There was a discussion around what kinds of map/maps it needs. The group looked at the example our consultant sent to us.

- c) *Design Code for ELM8.*

Cllrs Ward and Williams will proofread it and send comments to the clerk to forward to Aecom.

- d) *Important Views Report for Policy ELM10.*

This is done. Our consultant has reviewed it and has no comments.

- e) *Local Green Space Report for Policy ELM14.*

Cllr Gladwin is working on this. The clerk is to ask Leani if we can just include the green spaces we are going ahead with or is it better to include some that we decided not to recommend.

- f) *GI Plan for ELM9, 11 and 12.*

Cllr Gladwin has done this and will share it with Leani and put it onto the Google Drive.

- g) *List of projects for Section 6.*

Mr Champion has sent his to the clerk's Google e-mail address. Cllr Gladwin has his list. Paragraphs 6.4 and 6.5 are to be updated.

- h) *Forward.*

Cllr Gladwin has bullet points. He will keep it minimal and put it into the document.

- i) *Photos in the draft plan.*

Signature

Date

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Mrs Ward tried to change the photos but couldn't do it in Google Drive as a google document doesn't have the same functionality as a word document.
The clerk shared the comment from Leani about the formatting being a problem.
The clerk is to try and save the document back to word, and then save it to box so that it can be edited there.

22/071 Community Centre Site

Any update on the Neighbourhood Development Order.
We have been sent a draft; the NP SG members are to send comments to the clerk for Tuesday. The draft is to be sent to TDC for their comments.
It was discussed that we are not in any rush for a meeting with the housing association but to find out if anything is happening in that regard.

22/072 Regulation 14 Consultation Preparation

a) *We need to send the next version of the plan to TDC and offer a meeting with them to discuss any matters they wish to raise. To discuss the timing.*
It was agreed to send the latest version to TDC with the draft NDO. The clerk is to request a meeting on the 6th, 7th or 8th of June.
b) *Plans for the consultation.*
There was a discussion around the timing of the consultation leaflet going out with Upmarket and the deadline for submitting it. If it goes in the July Upmarket for a July – August consultation and we are also putting a paragraph into Upmarket that will need to be submitted by 7th June. We'll put the flier on coloured paper to make it stand out.

22/073 Items for the next agenda or for information only

None.

22/074 Date of next meeting

Thursday 26th May – the clerk is to check if the hall is available.

The meeting closed at 8.30pm.
There being no further public business members were thanked for their attendance.
Minutes written by Mrs. A Baxter
Contact: 01206 827139

Signature

Date