

# UFFORD NEIGHBOURHOOD PLAN STEERING GROUP

Location: St Mary's Church Hall, Ufford

Date: 14<sup>th</sup> August 2023

Time: 6.00pm ~ 7.35pm



## Record of Attendance

- Philippa Adcroft (PA)
- Edward Creswick (EC)
- David Findley (DF)
- Rilla Forge (RF)
- Simon Read (SR)
- Nigel Smith (NS) - Chair
- Samantha Summers (SS)
- Judi Hallett (JH) - *Facilitator*

## Minutes

### 1) Apologies for Absence and Declarations of Interest in Agenda Items:

Apologies for absence had been received from Andrea Long (AL), Kathryn Jones (KJ), and Steve Mayhew (SM). There were no declarations of interest on any agenda items.

### 2) Minutes of Previous Meeting:

The minutes of the meeting held on 10<sup>th</sup> July 2023 had been circulated to all and there were no further amendments. RF proposed they be adopted as correct. This was seconded by PA and all members were in agreement. JH agreed to publish on the Website.

**Action: JH**

### 3) Speaking to Landowners:

JH reported that a meeting with one land owner had been arranged for 18<sup>th</sup> August, led by AL with RF and NS in attendance (JH to scribe). It was felt that AL may need a steer as to what the group would ideally like from the meeting and a list was compiled; JH to send to AL.

**Action: JH/AL**

4) Assessment of Non-designated Heritage Assets – To review revised document and confirm it can be sent to AL:

A revised document, now reduced to under 20 items due to all in the Conservation Area and any Listed being removed, had been distributed. PA was thanked for her excellent proof reading.

After discussion on three, NS agreed to finalise and send to RL and AL for inclusion in the draft Plan.

Action: NS

5) Green Spaces – To review final document and confirm it can be sent to AL:

DF and RL had distributed a revised document, which now included three additional areas on the north of the A12; making the total 31. After discussion on a number of listings, it was agreed that the latest document should have a final tidy and be sent to AL and RL for inclusion in the draft Plan.

JH agreed to provide DF with a map of the land owned by the Ufford Charities at Ufford Thicks

Action: DF and JH

6) Ecological Corridors – To review draft document:

SR, RF, and DF outlined the work they had completed to date and three large maps were assessed. A draft document had been started by SR and all present were asked to comment on it. Lists of species (reptiles, birds, amphibians, mammals, bats, fish, invertebrates, etc.) had been started and had been verified by Mr Kevin Rogers. It was agreed that it was important that all species were recorded, no matter how abundant. The list of birds had also been matched with the RSPB list of birds on the Red and Amber endangered lists.

It was agreed that the document would serve two purposes: firstly to safeguard areas against planning and secondly to act as a platform from where improvements could be made. It was undecided if the second purpose would be the work of the Steering Group, the Parish Council or a third group, in the future. A number of important corridors had already been identified and so had a number of gaps.

RF reported that she had been in contact with a number of people at Suffolk Wildlife Trust, with a view to them validating the work done and the conclusions, but had not heard back from them as yet.

Action: DF, RF and SR

7) Funding – To receive an update from the Clerk:

JH reported that funding from Locality had been applied for and agreed and this should cover the expenses for Stages 3 and 4, with funding for Stage 5 being applied for in 2024/25.

JH was thanked for her work in attaining the grant.

8) Communications:

EC reported that he would be the editor for the PUNCH magazine, for the November edition and the PUNCH Team had tentatively agreed that the edition could be dedicated to the Plan. After discussion, it was agreed that perhaps a two page update should be drafted, as it was felt the draft plan would not be ready in time. EC confirmed that a later edition of the magazine could be assigned to promoting the draft plan.

DF and JH agreed to work on an article and send to all for review/comment. It was also commented that the article must not breach any rules and should also be seen by RL and AL.

Action: JH and DF

9) Any other business:

➤ There was none.

Action: AL

10) Close and Date of Next Meeting:

The date of the next meeting was set to 11<sup>th</sup> September 2023, via Zoom. The meeting closed at 7.35pm.

Signed:

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Chair,  
Ufford Neighbourhood Plan Steering Group

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Date