

UFFORD NEIGHBOURHOOD PLAN STEERING GROUP

Location: Via Zoom Video Conferencing

Date: 9th October 2023

Time: 6.00pm ~ 8.10pm



Record of Attendance

- Philippa Adcroft (PA)
- Sam Summer (SS)
- Edward Creswick (EC)
- Rilla Forge (RF)
- Steve Mayhew (SM)
- Simon Read (SR)
- Kathryn Jones (KJ)
- David Findley (DF)
- Andrea Long (AL)
- Rachel Legget (RL) from 7pm
- Nigel Smith (NS) – Chair

Minutes

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

Apologies for absence had been received from Judi Hallet (JH). There were no declarations of interest on any agenda items.

2) Minutes of Previous Meeting:

The minutes of the meeting held on 11th September 2023 had been circulated to all and there were no further amendments. SM proposed they be adopted as correct. This was seconded by EC and all members were in agreement. NS signed and will publish on the Website.

Action: NS

3) Emerging Local (Neighbourhood) Plan:

AL shared her screen and described the draft thus far.

Chapter 1 explains the background and how the plan works for the community. After general discussion from the group, it was decided to add a little more detail to illustrate the work that contributed to the draft prior to its creation, to include brief description of the launch meeting and formation of steering group together with collection of attendees views, online Placecheck, surveys, and initiation of HNA, and Design Code.

Chapter 2. AL presented the collation of facts and figures and background information that we use to form the basis for policies. Some corrections and

suggested texts will be supplied to AL by the group. The graphs and data in section 2.16 need to be checked and graphs corrected. Numbers of households and respondents to survey data in 2.17 and figures on page 38 need checking. There is a mismatch of data between numbers that we believe exist in Ufford, and what East Suffolk Council think there may be.

Chapter 3. Describes the work we have done, and that the Parish council started preparatory work in 2021 and followed up formally in early 2022 to engage with consultants and the community. KJ and DF to supply photographs of the launch events from 24 June 2022. Also need to add information about the activities of CA, NDHA, Data Profiles, Green Spaces, Design Guide, Ecological Corridors, HNA, Neighbour Surveys, that the group has engaged in.

Chapter 4. Illustrates the Vision and Objectives

Chapter 5. AL suggested we need to think more about the non-planning issues that the community has highlighted in surveys and consultations. We need to illustrate how we are taking these on board and how the steering group works with the Parish Council to deliver against those additional items of community feedback.

Chapter 6. Follow up activity, beyond the plan adoption should be illustrated. For example, how our research on the ecology, natural species and wildlife corridors can be supported for future benefit of all.

Chapter 7. Local Policies; Another look at Green Spaces, and Important views resulted in a refinement of the maps. Consideration was again given to our NDHA and decision was taken to remove Spion Kop from the listing (proposed by PA, seconded by DF).

Action: AL, KJ, JH, DF

4) Ecological Corridors – To receive an update from Simon Read:

The Ecological Corridors have been mapped. SR has passed information to AL and RL who have produced data maps and explained that whilst we have some records as we understand the land to be used today, its ongoing stewardship will dictate how our fragile ecology will survive in future. Our 'green spaces' and wildlife corridors that support movements from higher ground and woodlands in the North and West of the Village to our Water Meadows is under constant threat from development. SR and RF have a list of species and will forward to AL for inclusion in the appendix.

Some text from the Ecology appendix shall be taken into the main body of the plan to highlight the importance of our concern for all aspects of planning processes.

Action: AL, RF SR

5) Speaking to Landowners – To receive an update from AL:

AL reported that together with JH, letters of consultation had been compiled and sent to local landowners to their engagement with our plan. Also, the website has been updated with our engagement activity. The consultation period is for 6 weeks and will conclude on 13th November 2023.

6) Communications:

EC updated the group on latest position of the PUNCH editorial and publication. PA and DF have produced a single page article for inclusion in November edition. A further three, single page, articles shall be included in the January, February and March 2024 editions to spread the news of the plan and to act as encouragement for the community to take part in the consultation events and in the referendums for the plan. EC advised that due to publishing pressures, it may be necessary to skip a month if other important issues need publication between January to April

Action: EC, DF, PA

7) Any other business:

RL has produced detailed mapping of each of activities and shared the work that is underway. Much discussion resulted in some amendments. It was particularly difficult to update maps for the Crown Nursery development and Ecological Corridors live during the call. RL will update these offline and consult with the group.

Action: RL

8) Close and Date of Next Meeting:

The date of the next meeting was set to 13th November 2023, via Zoom. The meeting closed at 8.10pm.

Signed:

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Chair,
Ufford Neighbourhood Plan Steering Group

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Date