

UFFORD NEIGHBOURHOOD PLAN STEERING GROUP

Location: Via Zoom Video Conferencing

Date: 13th November 2023

Time: 6.00pm ~ 7.40pm



Record of Attendance

- Philippa Adcroft (PA)
- Edward Creswick (EC)
- David Findley (DF)
- Rilla Forge (RF)
- Kathryn Jones (KJ)
- Andrea Long (AL)
- Simon Read (SR)
- Nigel Smith (NS) – Chair
- Sam Summer (SS)
- Judi Hallett (JH) - Clerk

Minutes

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

Apologies for absence had been received from 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 9th October 2023 had been circulated to all. There was a slight amendment suggested to item 3 (Chapter 3) and the Clerk agreed to make this adjustment. With this amendment taken, KJ proposed they be adopted as correct. This was seconded by RF and all members were in agreement. The Clerk agreed to take the amended minutes to NS for signature and to publish on the Website.

Action: JH

3) Speaking to Landowners:

AL confirmed the time and date had passed for correspondence to be received regarding potential use of land. The group discussed the correspondence received and AL agreed to carry out an Assessment of the submissions and report back to the next meeting.

Action: AL

4) Emerging Local (Neighbourhood) Plan:

AL shared her screen and ran through the draft thus far. The following comments were noted:

- It is hoped that a version of the Plan can be sent to East Suffolk Council, for initial review, before Christmas.
- All formatting and typographical errors should be reported straight to AL or RL
- AL confirmed all Green Space details had been received, A numbering error had been spotted by DF but this would be corrected
- RL and AL continued to call for good, clear photos of the village; DF to supply one of Melton Terrace
- AL and RL to continue to enhance the Plan and present it at the December meeting of the Steering Group.
- We should not include 'Lower' when referencing places in Ufford.
- It will hopefully be presented to the Parish Council at the January Meeting (or potentially a separate PC meeting) and hopefully be out for Consultation in March 2024

Action: ALL

5) Communications:

DF, EC and PA were thanked for the article in the November PUNCH. They reported that further articles would appear in the January, February and March PUNCH editions. It was suggested that one of the articles could concentrate on the Non-Designated Heritage Assets and their meaning and impact on any owners of dwellings labelled as such.

Action: EC, DF, and PA

6) Any other business:

There was no AOB.

7) Close and Date of Next Meeting:

The date of the next meeting was set to 11th December 2023, via Zoom. The meeting closed at 7.40pm.

Signed:

.....
Chair,
Ufford Neighbourhood Plan Steering Group

.....
Date