

UFFORD NEIGHBOURHOOD PLAN STEERING GROUP

Location: Via Zoom

Date: 29th January 2024

Time: 6.00pm ~ 8.00pm



Record of Attendance

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

Minutes

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

No apologies for absence had been received. There were no declarations of interest on any agenda items.

2) Minutes of Previous Meeting:

The minutes of the meeting held on 23rd January 2024 had been circulated to all. KJ proposed a slight amendment to one sentence, and this was agreed. KJ proposed the minutes be adopted as correct. This was seconded by EC and all members present at the meeting, were in agreement. The Clerk agreed to take the minutes to NS for signing and publish on the Website.

Action: JH

3) Local Green Spaces:

The Clerk had circulated all comments received from owners of the Local Green Spaces; there had been 12 communications in total. Guidance from AL had been received. The group discussed all the nominated locations and agreed to either leave the designations in the plan or remove them.

It was agreed that a formal reply to landowners would be drafted at a later date.

Action: Clerk

4) Non-Designated Heritage Assets:

The Clerk had circulated comments from the owners of 6 of the properties defined in the draft Plan as Non-Designated Heritage Assets. It was agreed that all should remain in the draft Plan at the Pre-Submission stage.

5) ESC Comments:

AL had requested comments from ESC on the draft Plan and a comprehensive list of suggestions had been received. Each section was discussed and amendments were agreed where appropriate.

AL also reported that ESC had provided an updated 'Ufford NP Housing Number' for the period up to 2036. This had not been requested but was very useful when formalising the Plan. The document had included the sentence "*Based upon the evidence above an indicative housing requirement of 7 dwellings is considered appropriate for Ufford Neighbourhood Plan to plan for, if seeking to plan for housing*"

Based on the discussions in 3, 4 and 5 above, AL agreed to amend the Plan and send to the Clerk for distribution to all members of the Parish Council and Steering Group. A Zoom meeting was to be held on 6th February for anyone within those groups to ask questions. If there were any questions after this meeting, a further meeting would be arranged, w/c 12th February. It was anticipated that the Parish Council would hold final discussions on the Draft Plan at their meeting on 20th February, and agree that it could go out for Consultation.

AL confirmed that it was highly likely that the Plan would be further amended. She also confirmed that a Strategic Environmental Assessment and a Habitats Regulation Assessment would be carried out by ESC, during the Regulation 14 Consultation.

Action AL and Clerk

6) Any other business:

There was no AOB.

7) Close and Date of Next Meeting:

To be arranged as and when needed. The meeting closed at 8.02pm

Signed:

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Chair,
Ufford Neighbourhood Plan Steering Group

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Date