

# UFFORD NEIGHBOURHOOD PLAN STEERING GROUP

Location: Via Zoom

Date: 12<sup>th</sup> September 2024

Time: 6.00pm ~ 7.30pm



## 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 Summers (SS)
- 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 14<sup>th</sup> August 2024 had been circulated to all. RF proposed the minutes be adopted as correct. This was seconded by KJ 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) Review of Amended Draft Neighbourhood Plan:

AL shared her screen and the review of the amended Draft Document commenced. The entire document was reviewed and small grammatical and typographical errors were corrected.

The Clerk was asked to investigate if a pond, in the south west corner of the Goldsmiths site, had formally been adopted by SCC Highways, as it was a formal drainage point for the A12.

AL was thanked for her work in amended the document

Action: JH

4) Any other Business:

The following items were discussed:

- The Strategic Environmental Assessment and Consultation and Basic Conditions Statements will also be ready for the next meeting
- Update in PUNCH – This had been drafted and all were happy with the content.

5) Close and Date of Next Meeting:

The next meeting was agreed (via Zoom):

- 23rd September 2024 – 6.00pm – Review of Amended Plan before it is presented to Ufford Parish Council

The meeting closed at 7.30pm.

Signed:

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Chair,  
Ufford Neighbourhood Plan Steering Group

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Date