

# ***THORNDON INTO THE FUTURE***

## **Minutes of meeting of the Thorndon Neighbourhood Plan Committee On Monday 20<sup>th</sup> August, 2018**

### **Attendees:**

Stephen Page, Chairman  
John Jennings, Deputy Chairman  
James Hayward, Parish Councillor  
Gemma Burton  
Pauline Smith

### **1. Apologies for absence: None**

### **2. Matters Arising:**

Minutes of meeting on 23<sup>rd</sup> July were approved.

It was agreed that the meeting on 23<sup>rd</sup> July where Paul Bryant and Paul Munson (Babergh/MSDC Planning) gave their view on how to go forward with preparation of the Thorndon Plan, had given the committee a lot to think about where to go from our current position. Prior to today's meeting, JJ prepared a draft document, using information from our draft Plan with Character, Plan for the Future, Evidence and Policies. This was welcomed as a good starting point. The draft document covers Environment, Demographics, Education, Health, Traffic & Highways, Public Services and Rural Crime. JJ went through the various sections of the document and JH felt that the document would be useful for the consultant we decide on to look through and assess if the type of evidence we have is correct/sufficient. JJ said he had looked at the Lawshall Plan (noted by Babergh/MSDC as a good example) and put in a similar cross referencing plan column to local and national policies. This shows our plan fits existing policies. JJ agreed to add policies into the document before next meeting. JH advised that it is the strategic review we need to work to but this will be superceded, at some stage, by the Local Plan.

JH has discussed the £17K finance available to help with the plan document, site assessments etc. with the person from Locality who said we do not have to employ professionals to help with the document if we don't want to. If we do employ consultants, we need to use someone with previous experience. To this end, JH will talk to someone he knows who works in this field, SP will contact Ben Elvin Planning Consultancy (Ben Elvin is ex Babergh/MSDC Planning Department – Strategic

Projects and Delivery Manager) and PS will contact Lawshall, Lavenham, Stradbroke and Stowupland Parish Councils to see if they used consultants on their Plans, and if so, who. Going forward a shortlist of consultants will be put together if it is decided to use the funds to pay a consultant.

Locality confirmed that of the £17K we are allowed up to £8K for site assessment. No-one seems to know what information the assessor would need as Locality said it depends on who the assessor is. Locality would arrange for the assessor on our behalf and they organise the funds out of the £8K pot.

Out of the £17K we are then allowed £9K for consultants to write the Plan and we would have to decide what the person would be employed to do, what the deliverables will be and how long it will take. Locality informed JH that we must fill in a form to register interest in a particular type of consultant, service etc. but a lot of information needs to be added to the form that we are yet to put together.

The due process required to fully consult with the community was discussed and it was agreed that initially something would be put in next Village Life magazine referring to this committee's remit. This will also include a reference to the original survey issued in the village inform villagers of how to access the website where information on proposed sites put forward by Parish Council for the Joint Local Plan are detailed. It should be made clear that there is now a new settlement boundary which our committee and Parish Council were consulted on. A call for more people to join the committee and/or do ad hoc work for the committee would also be put in Village Life especially noting we need someone from the Kerrisons/Clint Road area, and also Hestley Green. The second stage would be to arrange an open meeting in the Village Hall, hosted by the Parish Council (perhaps with Glen Horn in attendance) to discuss the Plan and why we are preparing it.

It was agreed that we would like to encourage the village schoolchildren to be part of the Plan process, partly to encourage them to have an interest in what we are doing and why, but also as they may well then encourage their family to vote when the time comes. JH is meeting with the Executive Head of the Primary School later this week (in connection with his Parish Council duties) and will discuss with her how she feels the children could become involved.

GB suggested that a smaller document be produced that is a précis of the full Plan Document so villagers can look at both/either as they wish.

The Memorandum of Understanding given to committee by Paul Bryant will need to be signed by Chairman of Parish Council. JH will get the Clerk to take a look at the document first before giving it to Marian Ravenhill to sign. Once signed, this document should be put on the website. MOU should be added to the Tracker document to chart progress.

**3.Review of Open Actions:** None

**4. AOB:** None

**5. Date of Next Meeting:** Monday 10<sup>th</sup> September 8pm in Black Horse. SP to bring laptop in order to work on the Plan document in the meeting.