

## BREDFIELD NEIGHBOURHOOD PLAN (DRAFT NY 19/3/15)

### GUIDANCE TO GROUPS

1. **The purpose of the Groups** is to identify and prioritise the key issues and objectives that the community would like to address under each of the topics we have chosen, and to start to consider how issues and objectives these might be dealt with or achieved. The topics are: Housing, Business and Amenities, Natural Environment, Historic Environment, Roads and Transport
2. Each Group should produce its own definition for the topic it is dealing with, and a short statement describing how, in relation to that topic, we want Bredfield to be like in the future – a **'vision statement'**. Then you will need to set out how we can make that vision happen, through a set of **'objectives'**.
3. The vision and objectives for each topic need to be supported by **evidence** – such as existing plans and strategies for the village and their implications for the community, population and profile, risks, current assets and their condition and location, the views of affected local people. The type of evidence needed will obviously be different for each topic. Please make sure you talk to a good mix of people in preparing your report, including our young people, and those with special needs, interests or expertise – and keep a record of what is said.
4. Each Group should **appoint its own leader/convener**, and should send at least one representative to the monthly meetings of the main Working Group, to update on progress, and discuss issues and current working drafts. You are asked to have a first draft of your report ready for the meeting in [October], with the final draft to be completed, it is hoped, by the end of the year.
5. The **next stage**, once we have the report from each group, will be to consolidate them into one consolidated report for Bredfield as a whole, which we will take to Suffolk Coastal, for permission to consult with the village on what is proposed. This will be via a questionnaire and then, once the results of that questionnaire have been analysed and fed back into the report, through a village referendum on what will be, by that stage, our new Neighbourhood Plan.
6. Nick, Anne and David are available for **help or advice** at any time, or to attend occasional group meetings, if needed.