

## BREDFIELD NEIGHBOURHOOD PLAN GROUP

Minutes of a meeting held in the Castle Public House, Bredfield at 7.30pm Wednesday 18 March 2015

Present: Karen Bowe; Vince Buckman; Denise Causier; Anne Henderson; David Hepper; Hassina Khan; David Leyland; Sarah Rayner; Gina Saunders; Geoff Spain; Kath Woods; Sir Nicholas Young

1. Apologies: Keith Derham, Steve Stammers, Ann Pilgrim
2. Minutes of the last meeting: were read and agreed. The group unanimously endorsed the decision that Nicholas Young, Anne Henderson and David Hepper should act as Chair, Vice Chair and Secretary respectively.
3. Area to be covered by the plan. A map showing the Civil Parish boundary was produced and it was agreed that this should be the area to be covered by the plan. It was noted that there were some minor anomalies, with some properties abutting the boundary, but which are technically outside the proposed limits. David Leyland suggested that these isolated properties could be included. It was agreed to discuss this further with the relevant homeowners, and SCDC Planning Department  
**Action Point:** *confirm proposed border with SCDC and discuss possible extensions to cover adjoining properties (NY, AH, DH)*
4. Survey results. The results of the initial survey were discussed, which had identified four main topics: Housing – Business & Amenities – Environment – Historical Environment. After some discussion it was agreed that a fifth topic should be covered: Roads and Transport.
5. Working Groups. Anne Henderson stressed that now the topics were agreed they would have to be examined and further broken down; it was important that a full range of evidence should be produced from the people of the village. Nick Young suggested that the best way for this to happen, was to set up different working groups to cover the topics, these would investigate, research and identify those areas of concern that would help to formulate a questionnaire. This produced several volunteers:  
Gina Saunders – transport  
Denise Causier/Kath Woods – housing  
Vince Buckman / Hassina Khan – environment

Anne Henderson / Geoff Spain / Sara Rayner – business

Karen Bowe – historic environment

It was agreed that other parishioners could be recruited to assist and further guidance would be forthcoming.

6. Timetable. Nick Young said that the timing had yet to be finalised, but it was the aim to have a questionnaire ready for the Spring of next year (2016)

7. Submission to Parish Council. David Hepper indicated that at their next meeting, the PC would be advised of the results of this meeting. This would then allow them to contact SCDC Planning and commence an informal dialogue prior to a formal submission.

**Action Point:** *Advise Parish Council of this meeting (DH, AH)*

8. Any other business:

Karen Bowe suggested that the planning department at SCDC should be able to supply more copies of the Local Plan.

**Action Point:** *obtain copies of Local Plan for use by the group (DH)*

Hassina Khan was concerned that everyone in the village should be involved, and felt particularly that young people must feel included. She suggested a special event could be organised for them to explain the NP. This was unanimously agreed and would be further investigated.

**Action Point:** *investigate a special event for young people (AH)*

Vince Buckman proposed that future meetings of the group could be held in different locations in the village. This would make it more visible and could draw in more people – he suggested that both the church and the chapel were likely locations.

**Action Point:** *to investigate the possibility of using other premises, including chapel and church(AH,DH)*

Denise Causier said that despite the publicity, she still encountered people who were unaware of the NP: perhaps an information stall at the next church fête would be another way of spreading the word. Nick Young agreed that communication is a problem, and we need to bear in mind all avenues of publicity, as we must involve and inform as much as possible.

**Action Point:** *to identify more outlets for the spread of information (NY,AH, DH)*

Nick Young indicated that Terms of Reference were necessary for the group and circulated a proposed set of ToR's which was approved by the group. It was further agreed that the chair, vice-chair and secretary were effectively a managing group which could meet separately to allow the plan to progress.

9. Date of next meeting: to be confirmed, but it was agreed that a mid/late April would be ideal.

The meeting closed at 20.32