

## Minutes

### Newton Neighbourhood Plan Team Meeting

**Tuesday 11<sup>th</sup> December 2018**

	<b>Present:</b> Jonathan Acton, Barry Coleman, Dave Crimmin, Louise Evers, Teresa Parry, Rita Schwenk, Laura Smith, Kate Waterworth.	<b>Action assigned to:</b>
	<b>Apologies:</b> Anthony Burdis, Kathryn Burdis, Graham Parry, Paul Presland, Sue Presland, Melanie Yolland.	
<b>1.</b>	<b>Review of Previous Minutes:</b>	
4.2	Template for survey for local businesses to be obtained from Babergh Council	MY PP
4.5	Hedgerow Survey – a hedgerow map of Newton will be required before the survey can take place. Paul Bryant, Babergh may have appropriate map. PP to liaise with the council.	
<b>2.</b>	<b>Community Engagement - Update:</b>	
2.1	Strapline competition – ideas could be sought at the village meeting in January.	
2.2	NNP January Newsletter – important that this is published and delivered by mid January as we wish to advertise the coffee morning/NNP work to date/housing needs presentation on 26 <sup>th</sup> January and there will be no Village Newsletter in January. Items to be included:- Hedgerow Survey, Community Space, Housing Needs Survey results,	AB/KW/ DC/MY
2.3	NNP Roadshow 26.1.19. – to include a section on ‘community wants and needs’.	
2.4	Community Allotment – Mike Oliver has agreed to three allotments being used for this project, which will be a lasting legacy from the NNP. It is envisaged the community space will provide a wildlife garden, seating area and space for growing fruit and vegetables. An Allotment Association will be formed at the inaugural meeting on 14 December. Initially funding is to be sought from the Parish Council to kick-start the project.	KW/PP
<b>3.</b>	<b>Communication – Update</b>	
3.1	Newton Parish Council – meeting to be held on 12 <sup>th</sup> December, 2019 when a signed copy of the Memorandum of Understanding between Babergh District Council and Newton Parish Council for the purpose of producing a Neighbourhood Plan will be adopted. Babergh Council will provide technical advice and support to the Parish Council who will liaise with the NNP Team during the preparation of the Neighbour-hood Plan but the plan must remain the responsibility of the	PP

	village. Document approved by NNP members present and signed by the Chairman.	
3.2	Newton Trust – nothing to report as their meeting was being held at the same time as the NNP meeting.	
<b>4.</b>	<b>Key Activities – Update</b>	
4.1	Overview of key Projects:- History – JA to meet with Alan Vince before 26.1.19. One of the findings from the village meeting in April was the villagers value the historical aspects of Newton. Historic England have guidelines on protecting local heritage, however, it was noted that not all older buildings are recorded. There will be a display of work to date on 26.1.19. re the history of the village although in the published plan the information should be limited to approximately four pages.	JA
4.2	Housing Needs Survey analysis – a presentation was made to the Fireside Club which was well received. Feedback was much the same as the survey analysis - people intended to stay in the village and smaller developments were preferred over larger ones.	DC/MY
4.3	Environment – A presentation will be prepared for 26.1.19. using information received from the Suffolk Biodiversity Centre, Suffolk Wildlife Trust and from the wildlife evening. The Suffolk Hedgerow survey did not include Newton in its last publication, however, Guy Ackers, the author, is willing to discuss how to conduct our own survey. It is hoped this survey can be carried out in the spring with volunteers from the village.  Suffolk Wildlife Trust have a section for identifying and recording wildlife on their website which enables wildlife sightings to be recorded with them for use in future analysis.	KW
	KW enquired if there was a facility for projecting Newton wildlife visual presentation with accompanying music. BC to investigate projector/laptop facility.	BC/KW
4.4	Meeting with Babergh Council 30.11.18. – A useful exercise to guide us in the publication of the NNP. We should emulate the high quality Lawshall model with supporting documentation. There is no hierarchy for the various sections of the report all of which must be relevant to Newton past, present and future. The team should aim to submit the pre-plan submission to Babergh by June 2019 with the final report being submitted by summer 2020. During this time the plan will be sent to stakeholders, their feedback acknowledged, evidence logged and formal notification to be received from Babergh. The plan cannot influence but, in accordance with current regulations and guidelines, will be considered alongside planning applications, therefore it is important it is in place as soon as possible. The district council determines the numbers of future developments and allocates sites to	

	ensure these numbers are met, however, the formula for these numbers is changing between national and local government with future developments being dependent on policies at the time of application.	
4.5	BUAB – Arising from the meeting with Babergh Council it was found the BUAB had expanded to include land behind Mud and Beam and Juglands houses. Newton Parish Council is to investigate this further. Babergh could not confirm that future developments would be within the BUAB.	RS/PP/DC
4.6	Initial meetings with Neighbourhood Plan Consultant – an invitation for the local Consultant to advise NNP Team in February, [after the roadshow] when information used in the roadshow can be amended if necessary for use in the published plan. This will guide us 'from where we are, to where we need to be'.	DC
<b>5.</b>	<b>Accounts – Update</b> Nothing to report this month.	
<b>6.</b>	<b>Policies – Update</b> Memorandum of Understanding – to be adopted as described earlier. Progress of the Plan to be reviewed in May at meeting between the Council and Parish Council.	
<b>7.</b>	<b>Any Other Business</b>	
7.1	The aim of building passive housing within the village was discussed and whether it would be possible to influence developers to contribute to carbon neutral buildings.	
7.2	Hastoe Affordable Housing will be holding an open meeting at the village hall on 16.1.19. This is as a result of the 2015 Housing Survey and not linked to the NNP.	
	Date of Next Meeting: Tuesday 15 <sup>th</sup> January, 2019 7.30 p.m. at Newton Village Hall.	