

Minutes of the 2nd Meeting of the Lawshall Neighbourhood Plan Team

Lawshall Green, 16/09/15, 19.30

In Attendance: Ric Edelmann (Lawshall Green); Laura McClelland (Lawshall Green); Tom McClelland (Lawshall Green); Jamie Whatley (Lambs Lane); John Kent (Bury Road); Lucy Kent (Bury Road); Bryan Adams (Golden Lane); Andy Irish (The Street); David Page (Harrow Green).

Apologies: Apologies were sent by Debbie Thomas; Laura Williams; David Page.

1. Preliminaries

- Tom reported that Babergh do not have specific development figures for Lawshall, though have a target of 6600 new houses for the District. Andy reported that Babergh had an upper limit of 10% growth in houses (approx. 40 houses).
- **Action:** Tom to push Babergh further on figures.

2. Formalising NP Team

- VOTE: Motion for Ric to be Chair of NPT. Unanimous vote in favour.
- VOTE: Motion for John to be Vice-Chair. Unanimous vote in favour.
- VOTE: Motion for Tom as Secretary. Unanimous vote in favour.
- VOTE: Motion for David (absent) to be Treasurer. Unanimous vote in favour.
- **Action:** Laura & Tom to exchange budget information with David
- VOTE: Motion for Laura and Lucy to manage PR. Unanimous vote in favour.
- Debbie (absent) will be invited to manage funding.

3. Designating NP Area

- Ric explained the concept of an Neighbourhood Area and the process of approval.
- VOTE: Motion for Parish to be proposed to Babergh as NP Area. Unanimous in favour.
- **Action:** Andy to get PC approval on Neighbourhood Area decision prior to PC meeting *and* to put it up on noticeboard.
- **Action:** Ric, Laura and Tom to complete Neighbourhood Area application form and send to Andy.
- **Action:** Tom to push Babergh on supplying OS map of parish, and to confirm that the map is for the parish boundary rather than the parish *planning* boundary.

4. First Community Consultation Event

- Ric suggested the group begin planning our first public consultation. The group judged that besides residents, all landowners should be invited.
- Ric explained that CAS (Community Action Suffolk) will be running a public consultation event for Acton's NP on 17/09/15. Ric, Laura, Tom and PC Secretary Dorothy Griggs to attend the event. Ric raised the possibility of hiring CAS for Lawshall's event at a cost of £500 and noted that CAS have availability on 14-15 Nov and 21-22 Nov

- **Action:** Laura, Tom and Ric to report back to group on event and value of CAS.
- The group agreed that a pop-in session might be preferable to a more formal event. Andy suggested having a specific time for a particular talk plus periods either side for popping in.
- The group decided that a **Saturday** afternoon/evening would be best.
- **Action:** Tom to check the availability of the NP team for the 14th and 21st Nov.
- Promotion of the event was discussed. Bryan suggested asking the school whether an organisation could run something for kids. Ric suggested that members of the team go to village clubs (such as the Tuesday Club) to explain the NP and advertise the consultation. Bryan offered to talk to the school and to use his relationship with KallKwik to get good rates on flyer-printing. John offered to assist with catering.
- **Action:** all team to send Tom any relevant village organisations they can think of.
- **Action:** Laura and Lucy to decide how the event should be advertised and to report back at the next NP team meeting.
- **Action:** Laura to include date of consultation in next Round & About (assuming availability of team is established before the deadline).
- **Action:** Tom or Ric to book Village Hall for public consultation once data chosen.

5. Practicals

AOB:

- Andy suggested that a mission statement for NP team would be useful for the PC.
- **Action:** Ric, Laura and Tom to write a half-page mission statement
- Laura asked if the group had comments on her piece for Round and About magazine. The group had no comments.
- Ric noted that Hartest NP team are holding public consultation on Thursday 24th Sep that team members may wish to attend.
- Ric noted that on the morning of Thursday 1st Oct CAS are running an NP training session in Stratford St Andrew.
- **Action:** all team to tell Tom if they are interested in going
- Date for next NPT meeting: W/c 19th Oct
- **Action:** Tom to consult The Swan on availability and set up availability poll.
- Tom explained that he and Laura would send round useful documents that team members may wish to consult. Tom distributed contact sheets for the team.
- **Action:** Tom to distribute folder of documents online.
- Date of next PC meeting: Tues 13th Oct 7.30. It was agreed that there is little need for NP team members to attend the meeting. Andy will report back on our progress to the PC.
- **MEETING ENDS 20:50**