

Fressingfield Neighbourhood Development Plan (NDP) Review Steering Group
DRAFT Minutes of Meeting
1st April 2025 : 7.00-9.00
Sancroft Hall

Attendees: Sheena McCallum, (SM) Hilary Day, (HD) Cindy Engel, (CE) Di Warne (DW), Sharon Wilson (SW) John Kelsall, (JK) Chris Mee (CM)

Planning Consultant: Andrea Long (AL)

Apologies: Sharon Lytton, Nick Stolls

Item	Discussion and Decisions	Action
1. Welcome HD	HD welcomed everyone to the meeting.	
2. Election of Chair HD	The group were sorry that Paul was no longer chair and wished to thank him for his contributions. John Kelsall (JK) was nominated and unanimously elected as the new chair. HD will remain as vice-chair.	
3. Apologies for Absence Declaration of interests Lobbying DW	Sharon Lytton, Nick Stolls None Email from resident specifically asking for AECOM doc. Reply from Parish Clerk that this request falls under the Freedom of Information legislation, and the document is exempt from release as it has been stated it will be published at a later date, accessible to all residents at the same time. It was explained that the AECOM report remains confidential as there is no mechanism to respond to any comments until the consultation period. The background documents will all be released in plenty of time for residents to read and digest before the consultation period starts. The date is not yet fixed because there is still much work to do, but the aim is to start the consultation in June/July. The timetable is on the Parish Council website. Another resident had complained that they were not able to participate in the survey or vote in any referendum because they were not on the electoral register. They were advised to get themselves on the electoral register so that they can vote in any referendum.	
4.To resolve the minutes of 4 th March 25 are correct Matters arising : Update on Household survey	It was agreed that the minutes of 4 th March 2025 are correct. The housing survey was sent out by second class post to all residents on the electoral register. The numbering system is random and in no way aligned to the electoral	ALL to send any comments to AL

release	<p>register so no-one know who filled it in.</p> <p>The raw data is being analysed by an independent analysisist. The data will come to the next meeting on 29th April. The results will then be published on the parish council website.</p> <p>To date there is about a 16.5% return.</p>	
5. Draft Update of Plan in response to legislative changes AL/All	<p>AL has carried out thorough draft amendments to the legislative references in the Made Plan. (2018-2037)</p> <p>There was discussion about the look of a Modified Plan. It was agreed to keep the logo and repeat it throughout the document, but change the font in order to distinguish it.</p> <p>New photos to be found.</p> <p>It was agreed to date the draft modified plan from 2024 (MSDC starting point) to 2044 (20 year period).</p> <p>It was agreed to date when the plan would be reviewed. (every 5 years)</p> <p>It was agreed to keep the structure the same.</p> <p>It was agreed to include a glossary of terms.</p> <p>The plan will explain what has changed and the reasons.</p> <p>The plan will reference the alignments with the MSDC Joint Local Plan and to the outcomes of Devolution.</p> <p>A new feature will be a summary of how the review has been carried out and the stages of consultation. It was agreed this should include reference to the Parish Council establishing the working group.</p> <p>The starting point for the plan will be the draft revised vision and objectives.</p> <p>It was suggested that there should be a section explaining what has happened since the Made Plan (2020)</p> <p>Draft revisions to policies.</p> <p>Implementation of monitoring and points of evaluation and review.</p> <p>Appendices will include reference to Parish Council Parish Infrastructure Investment Plan, information about the school and medical centre as well as MSDC and County Council bodies.</p> <p>The current target figures for all parishes, provided by MSDC, are a calculation and do not take account of the character or shortcomings in infrastructure in the parish. Currently there is no hierarchy of parishes. The indicative requirement for the 20 year period is 160 dwellings. This is modified to 122 because there are 33 dwellings commenced and 5 residential sites not started.</p> <p>This 122 figure may change.</p> <p>Any amendments to the plan remain draft until they have been consulted on, potentially amended again and</p>	

	the plan only becomes The Modified Plan when taken to referendum and examined by an independent examiner.	
6.Meeting with/ information from Anglian Water and other energy providers	It was agreed to identify key personnel at Anglian Water, Essex and Suffolk Water, National Grid, Suffolk County Council Flood Management. These to be invited to meet with members of the working party to discuss and explain their strategies in relation to house building locally. SM is investigating large scale infrastructure projects which could impact locally. Follow up at next meeting.	AL SM to forward contacts
7. Engaging younger residents CE HD DW	Agreed important to engage younger residents. Agreed not to put pressure on schools, particularly as exam time currently. Agreed to consider a simple questionnaire. Agreed to consider means of engaging younger residents without compromising safeguarding. Follow up at next meeting.	SM to consult young people on ideas for questionnaire
8. Next steps in reviewing the current plan ALL	Analysis of survey and publish after next meeting. Begin to pull together the various layers of information and consider in relation to objectives and policy.	
9. AOB	None	
Date of next meeting Tues 29 th April 2025	Sancroft Hall 7pm	

Meeting ended 8.16pm