

Fressingfield Neighbourhood Development Plan (NDP) Review Steering Group

DRAFT Minutes of Meeting

1st October 2024 : 7.00-9.00

Sancroft Hall

Attendees: Chris Carrington, (CC) Sheena McCallum, (SM) Chris Mee, (CM) Paul Woodward, (PW) Hilary Day, (HD) Garry Deeks, (GD) Cindy Engel, (CE) Di Warne (DW) Rachael Troughton (RT)

Planning Consultant : Andrea Long (AL)

Apologies: Michael Flounders (MF), John Kelsall, (JK), Sharon Lytton (SL), Sharon Wilson, (SW), Nick Stolls,(NS)

Item	Discussion and Decisions	Action
1. Welcome PW		
2. Apologies for Absence Declaration of interests Lobbying	Michael Flounders, John Kelsall, Sharon Lytton, Sharon Wilson, Nick Stolls. No declaration of interests No lobbying	
3. To resolve minutes of meeting 10 th September are correct PW 2m Matters arising: Email addresses AL 2m	Agreed that that the minutes are an accurate account of the meeting. AL has not been able to create gmail NDP accounts.	HS to ask Alex Day for help
4. Feedback on Site visit by AECOM 120924, and comments on contents page PW/all 15m 4a additional AECOM report on Housing Needs	AL reported that the two consultants had thoroughly enjoyed their visit to Fressingfield and found it to be an interesting village. Together with members of the steering group they had walked round the village, noted key features such as the small yard developments, the heritage sites and the range of architecture. The group agreed that the contents page for the AECOM report was appropriate and recognised that it might evolve as the report was written. In particular the group would like: clarity about what is encompassed within section 3.4 Environmental design and biodiversity; reference made to connectivity between sites, pathways, footpaths, routes around the village. The draft housing needs assessment was provided by AECOM with a short turn round on a response before the next meeting. The assessment is a desktop analysis of the current housing stock and projections of potential need over the life of the NDP. It provides supporting evidence for any considerations of amendments to policies within the NDP. It focuses on : the size of property and related occupation;	AL to report back to AECOM

	<p>tenure including affordability based on the current wages and what products are available; type of housing, number of bedrooms, bungalows, rented, etc.</p> <p>The report sets out some recommendations which after public consultation may inform policy.</p> <p>It was agreed that the draft report was helpful in informing thinking drawing its data from the current village population.</p> <p>It was agreed that this report would be enhanced by collecting anecdotal and personal views from residents from a local housing questionnaire. An important aspect would be to capture the views of young people.</p>	<p>All- any typos and queries to AL to report back</p> <p>Discussion at next meeting on localised housing survey.</p>
5. Data profile AL/All 15m	<p>This documentation is based on the 2021 census, data from Mid Suffolk District Council, Natural England, Parish on-line, Night Blight, Government Office for National Statistics.</p> <p>It is supporting documentation which will inform thinking and consultation.</p> <p>The group agreed this was useful and comprehensive data.</p>	
6. Consideration of current vision statement	<p>There was discussion about the current wording of the vision statement. It was agreed that it could be improved by being more specific. Some parts to be strengthened, such as the building materials used.</p> <p>It was agreed that explicit reference should be made to relevant housing to meet the needs of the population of Fressingfield. It was suggested there should be explicit reference to biodiversity.</p>	AL/DW to draft ideas for consideration
7. Review of Objectives: Housing, Community, Natural Historic and Built environment, Economic development, transport and highways safety AL/All 60m	<p>The group discussed each of the objectives. It was suggested that :</p> <p>H1 should add In keeping with the Design Codes</p> <p>H2 amend to Provide a housing mix that meets the need of the whole community</p> <p>C3 Amend Infrastructure to support new development is implemented</p> <p>NHBE6 Amend to protect and increase Fressingfield’s landscape setting, important trees and hedgerows, throughout the village and enhancing gateways into the village.</p> <p>NHBE7 Amend to promote and protect the important natural and historic assets of Fressingfield.</p> <p>NHCE8 amend to define Fressingfield’s local building styles and improve the quality of design through adhering to local design codes.</p> <p>HNCE10 add reducing embodied carbon</p>	AL/DW to draw up new wording for consideration

	Further amendments may well follow after consultation and further thinking and discussion.	
8. Tasks and Actions	It was suggested that there is a table of achievements to date in relation to the current NDP.	Parish Council to draft.
9 AOB	None	
Date of next meeting	Tuesday 22 nd Oct, at Sancroft Hall 7-9pm	

Meeting ended at 8 45pm

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