



Neighbourhood Plan Steering Group Minutes

Wednesday 31 October 2018

held at the Town Council Chamber, Newmarket Town Council Offices 9:00-15:00pm

Members Present:

Rachel Hood [RH]

Ian Poole [IP]

Michael Jefferys [MJ]

Sara Beckett [SB]

Rachel Wood [RW]

Roberta Bennett [RB]

Boyd Nicholas FHDC [BN]

Cameron Clow SCC [CC]

AGENDA EMAILED TO ALL

We have progressed with our amendments of the Neighbourhood Plan and have planned a conference day with some key members involved. With that in mind we wonder if you would be available on Wednesday 31 October 2018 9:00am- 3:00pm in the Memorial Hall. The Steering Group wish to discuss the amendments made in the revised document face to face, as this will be much easier than exchange of emails at this stage and we could combine amendments suggested by both Forest Heath District Council and Suffolk County Council.

Newmarket Neighbourhood Plan Workshop

with the local planning authority and Suffolk County Council

Wednesday 31st October 2018

Ernest Cassel Room, The Memorial Hall, Newmarket

9.30 Coffee/tea

10.00 Welcome and introduction

- We will work through the responses to the consultation.

12.30 Coffee/tea and lunch

- Continue to work through the responses

2.30 The way forward

3.00 End

Documents

Consolidated responses

Individual responses

The latest version of the Neighbourhood Plan

The pre-submission document

Please find attached the Agenda for tomorrow's meeting together with

[1] the pre- submission document

[2] the amended document in 2 parts (but will be printed as 1)

[3] the responses received from statutory consultees and individuals compiled from emails (as one document)

(sent separately on further email(s).....)

[4] the responses received from statutory consultees individual documents

Apologies for formatting.

The consolidated response document is hopefully one that will be of use to you and will be available at the meeting. This will contain the responses from FHDC Planning, FHDC Corporate and Suffolk County Council

All documents will be printed for you and available at the meeting.

Document was amended as we discussed the wording and policies

3 weeks to prepare as below

Proof read and correct draft document

Chapters + maps

Leaflets designed and printed (Amy in office can be turned around in 72 hours)

Royal Mail to deliver (so no challenge)

Continue to advertise and prepare consultation events

Forest Heath Local Plan what stage is it at. NHP written with emerging plan in mind will it be adopted by May 2019?

Meeting with Fairstead School tomorrow

RB to do Maps

Document to be broken down into component parts

Formatting.

Consultation Statement RB = it's already in document.

Minutes on web site

[IP] NHP being led by NTC so approval required VERY IMPORTANT

RB to next D&P then to NTC

Delegated powers given to sign off if Type 'os' or figures required

RH out to consultation before Christmas.

RB happy for consultation to commence before Christmas and is 'doable'

RW concerned about consulting over this period.

IP must be legally compliant

To NTC 27 November 2018

To Boyd for guidance

- Guineas Policy
- Air Quality

Period of Consultation to be considered

RB will take on Basic Conditions statement as first one for FHDC

NPPF to consider

Consultation statement will be done after consultation

Further assistance from IP will be required.

To IP

Draft document following amendments by 12 November

Maps ~ E.g. Guineas area on map with corresponding Policy Number

Views

Community Actions may need to be moved to be clearer.

RB to do Maps and Leaflets

Basic Conditions statement within consultation period

Arrange to do Survey Monkey and leaflet design

IP gave advise on what would be required would be about 100 questions

To include pre ambles

RW has prepared a questionnaire to convert

Paper copies required to demonstrate open access

Statutory consultees

Wording re Data Protection RB advised this is covered by NTC Policy

Leaflets to residents and businesses and BID

RB Business cards £20 for 1000 cards would be easy

D&P 19 November 2018

NTC 26 November 2018

RW felt a number of Workshops will be required.

TO APPROVE THE NEWMARKET NEIGHBOURHOOD PLAN PRE-SUBMISSION DOCUMENT FOR FURTHER CONSULTATION

The Newmarket Neighbourhood plan pre-submission document was presented and thanks were given to Rachel Wood for the work she had put in to the document. The document contains 32 policies setting out a template for the development of land in Newmarket and 57 Community Actions forming a 12 year plan to be completed by 2031. Members were asked to consider the document and put any comments/feedback to the TCM. TCM advised that a leaflet would be sent to all residents to explain the consultation and to engage the Community. Meetings at the Memorial Hall would be planned for residents to attend. The consultation would commence at the start of January 2019.

Venue: Newmarket Town Council Offices Ernest Cassel Room.

1 st and 3 rd Thursday Of each month		
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2019 1st and 3rd Thursday of each month at 10:00
In Ernest Cassel Room
www.newmarket.gov.uk

DRAFT