

## Minutes of Leavenheath Neighbourhood Plan

Date: 19/08/19 @ 7:30pm

In attendance: Dave Gardner, John Simpson, David Handley, Trevor Hickman, Paul Rossington, Pete Reason, Richard Smith, Rachel Bellenie and Dean Kingham.

Apologies: Nigel Rodgers, Paul Reeve, Susan Hickman.

### 1. Matters from the last meeting.

DK provided an update:

- i. Leavenheath PC will be discussing and finalising the Terms of Reference document at the next PC meeting on 4<sup>th</sup> September;
- ii. Enquires have been made in respect of banking and there is no need for a separate bank account. The PC account can be used and appropriately accounted for by the PC clerk;
- iii. Database and GDPR- Enquiries made to Babergh DC, but response awaited;
- iv. Draft Babergh Local Plan- some headline information:
  - Leavenheath categorised as 3 hamlets- Honey Tye, Harrow Street and High Road;
  - Babergh Ageing population 45-59 year olds;
  - 65 and older 26.2%;
  - Babergh number of planning grants during life of plan (2036)= 7560;
  - Annually equates to 420;
  - Outstanding planning permissions (already granted) = 4036;
  - Left to grant = 3524;
  - Leavenheath being asked to take 44 homes. Rationale appears to be based on site referenced in the draft (previous planning app for 40 odd homes)
- v. Website- A local resident SP has worked on a draft website. DK needs to speak to him and confirm it can go live and associated costs etc;
- vi. Leavenheath PC are going to discuss funding the following items at the PC meeting on 4<sup>th</sup> September;
  1. Printing of the Neighbourhood Plan Survey. DK has obtained a quote from Spingold, which includes a number of A3 posters. The survey will be bound.

General discussion around them being bound and looking very presentable.

2. Lockable post boxes. One for in the Hare and Hounds and one to attach on outside of Leavenheath Village Hall. We are waiting a decision from the Village Hall Committee for permission to attach to outside.  
  
2 boxes from Argos are £20.00 (Home cuba letter box)

General discussion around ensuring residents complete and return the completed surveys. Need to ensure buy in from the residents discussed. For less mobile residents discussion was had about potentially collecting the completed surveys.

3. DK approached a consultant- Rachel Leggett for an idea of fees. Not able to give a clear indication of fees. Suggested a workshop and we went through what was included.

General consensus is there is no need for a workshop but a clear need to get a consultant on board. We need to get an idea of fees in order to apply for a grant. This needs urgent work.

- vii. Village Recorder- The PC are going to approach the recorder and get the village records held by him in order to assist inform and produce the Neighbourhood Plan.

## 2. Neighbourhood Plan Survey.

NR had in advance sent detailed comments to PR who had circulated them. The comments were discussed and was agreed were sensible. The survey will be amended to include the comments.

It was discussed whether to ask individuals or the household to complete it. It was decided it should be completed per household with extra copies available should people request further copies.

A discussion was had around including infrastructure and biodiversity in the survey. Also mooted included questions around two key assets- Village hall and Hare and Hounds.

The draft survey was discussed. It was said that each member would complete the survey and send the completed survey with comments around the questions to PR and PR to produce a final draft.

## 3. Dropbox folder

The dropbox folder has been regularly updated. Members of the group have been accessing and updating the folder with all relevant documents.

## 4. 8.15- Lady Anne Windsor Trust (LAWT) attended.

The LAWT attended as per the agreement with the PC to give a general overview of the charity and their future plans. They provide affordable housing to local residents within the parishes of Leavenheath, Stoke by Nayland and Nayland. The key difference to other housing associations is that the properties can only be lived in by residents of the above parishes. There is no right to buy the properties.

They own a field in Plough Lane and are looking to develop the field. It is approximately 12 acres.

LAWT requires a housing needs survey in order to assess what types of homes are needed and thus will inform their plan re development e.g. they don't know if there is a need for starter homes or older individuals downsizing. They want the results of the housing needs survey as soon as possible.

They have had pre-planning application discussions with Babergh DC. They are clear they will need to build a number of open market homes in order to fund the overall development. Discussions with a Highways consultant regarding the junction of Plough Lane. Discussions around incorporating green space, they noted that Almshouses typically provide green space.

There was a discussion around whether they were in a position to move forward with planning and development themselves. They were fairly confident although later on went on to discuss with working with Hasta homes. If they work with a housing association such as Hasta homes whom they are currently working with on another site then there is likely to be a number of affordable rent homes. The group sought clarification as to what this means and LAWTS were clear this element would not be only for residents from the 3 parishes. They were clear this would be open to anyone. They would be in a position to apply for covenants.

#### 5. Need to appoint a Chairman and Secretary.

DK and RB explained that there is a need to appoint the above roles. Whilst DK and RB are part of the group as liaisons for the Parish Council the local community need to take the lead with the Neighbourhood Plan.

No volunteers for either role so it will be rolled over to be discussed and appointed at the next meeting.

#### 6. General discussion of actions for the next meeting:

- a. To make contact with relevant planning consultants to obtain quotes of relevant work/input to help inform the amount of grant to apply for and to provide evidence for the application;
- b. Newton Neighbourhood Plan group to be approached and enquire as to the consultant they used as it was understood they were happy with the input etc;
- c. Members of the group will complete the draft survey and send any comments to PR and PR in order for them to create a final version;
- d. Finalise the Neighbourhood Plan Survey so that once the PC have made a decision about funding we can move forward to printing;
- e. Confirm the funding position of the other items following the PC meeting on 4<sup>th</sup> September;
- f. Website to go live;

- g. DK noting some problems with email addresses for interested residents. DK not had time to phone them and clarify wish to be involved- someone to action for next meeting;
  
- h. Need to appoint a Chairman and Secretary

Meeting ended 9:30