



Hadleigh Town Council

The Guildhall
Market Place
Hadleigh
Suffolk
IP7 5DN
(01473) 823884

NEIGHBOURHOOD PLAN SUB-COMMITTEE

Tuesday 31st January 2023 at 2.00pm in The Guild Room at Hadleigh Town Hall, Market Place, Hadleigh, IP7 5DN

Minutes

NPSC22.137 Present	Councillors Schleip, Shearly-Sanders and Wilson (Chair), Chris Aulman and Katherine Kramer
NPSC22.138 In Attendance	Town Clerk and Projects and Finance Officer (Adviser)
NPSC22.139 Welcome	The Chair opened the meeting, and advised that The Council, members of the public and press may record/film or broadcast the meeting, when the press and public are not lawfully excluded. Any member of the public who attends the meeting is advised that the Town Council cannot control 3 rd party recording. The Town Council will be recording the meeting.
NPSC22.140 Apologies	There were no apologies for absence.
NPSC22.141 Declarations of Interest	Councillor Shearly-Sanders declared a non-registrable interest in all agenda items due to being a resident of Hadleigh and a member of Hadleigh Cycling Club and who have submitted evidence to Neighbourhood Plan.
NPSC22.142 Dispensations	There was no consideration of dispensations.
NPSC22.143 Public Forum	There were no members of the public present.
NPSC22.144 Minutes	Proposed by Councillor Schleip, seconded by Councillor Shearly-Sanders, it was agreed to approve the minutes of the meeting on 14 th December 2023. Vote = 3 For, 0 Against, 1 Abstain
NPSC22.145 Local Green Spaces Designation - Report	It was noted that the working group meeting on Tuesday 24th January identified several further sites to be included in the public consultations and potentially in the report thereafter. The report is coming along nicely, and the desired completion date is before the next sub-committee meeting in March, following public consultations between 1st February and 12th March.



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NPSC22.146 Local Green Spaces Designation – Public Consultations	Proposed by Councillor Wilson, seconded by Katherine Kramer a date for a public consultation for each of the below identified sites and any sub-committee members who will lead the consultation has been agreed. A small sub-group of the working group will be collating the survey for online, and a consultation preparation document will be circulated to those undertaking the consultation before the first date. i. Friday Market – 24th February 2023 – Councillor Wilson and Chris Aulman
	Katherine Kramer arrived at 2:05pm
NPSC22.147 Local Green Spaces Designation – Public Consultations	ii. Toppesfield Triangle – Saturday 11th February 2023 – 10am-12pm – Katherine Kramer and Councillor Schleip iii. Morrisons – Wednesday 22nd February 4pm - 6pm- Councillor Wilson, Chris Aulman and Katherine Kramer and Saturday 4th March 2023 – 10am-12noon – Councillor Shearly-Sanders and Councillor Wilson iv. 2:45pm - 3:15pm: Beaumont School – Wednesday 15th February 2023 - Councillor Schleip Hadleigh Community Primary School – Thursday 2nd March 2023 – Councillor Wilson and Shearly-Sanders St. Mary's School/Stonehouse Road – Tuesday 21st February – Chris Aulman Hadleigh High School – Questionnaire to be distributed by school.
NPSC22.148 Landscape Appraisal	It was noted that the Planning Committee approved the spend to commission a landscape appraisal.
NPSC22.149 Design Codes	It was noted that AECOM visited Hadleigh on Thursday 26th January and sub-committee members were invited to discuss the Housing Design Codes Document. AECOM will work on this complements of Locality technical support and revert back with a draft for review. The document is expected to take about 4 to 5 months to complete.
NPSC22.150 Timeline update	The latest update of the timeline was noted . This will be updated on the website.
NPSC22.151 Local List	A final meeting of the Hadleigh Local List Selection Group was held on the 8 January 2023 and Chaired by Cllr Schleip. The Group formally reassessed some 27 property entries and at the close of the Selection Group Meeting the Hadleigh Local List for public consideration was completed. The final details of all properties to now be included in the Local List are being drafted and placed on The Hadleigh Society Website. This process may hopefully be completed in the next 10 days, after which the Neighbourhood Plan Website can be formally linked to the



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	Local List held on The Hadleigh Society website and then be able to invite public comments. The completion of this process now provides the Neighbourhood Plan Sub Committee with a further evidence chapter, and which will allow a Local List Planning Policy to be considered for inclusion in the Neighbourhood Plan. One last element will be the need to send out a courtesy letter, on behalf of the Town Council and Hadleigh Society, to notify occupiers/owners of the properties held on the Local List and to invite any comments they wish recorded. Finally, it should be appreciated that the Local List, as with other elements in the Neighbourhood Plan, will require regular review. Thanks to The Hadleigh Society and all who assisted on project including Councillor Schleip. Proposed by Councillor Katherine Kramer, seconded by Councillor Schleip the update from Hadleigh Society was received. Vote = 5 For, 0 Against, 0 Abstain
NPSC22.152 Future Meetings	The date of the next meeting is 22 nd March 2023 at 2pm.
NPSC22.153 Close of Meeting	There being no further business the meeting finished at 2:25pm.

Signed

W. Brame

Wendy Brame
Town Clerk
01 February 2023