**Sproughton Neighbourhood Plan Meeting Minutes: 29/03/21**

Meeting commenced at 18.35

Present – Rhona, Helen, Ken, Sharon, Ian and Anne

Apologies – none

Declaration of interest for any item on the agenda – none raised

Declaration of any pecuniary interest – none raised

Minutes proposed by Helen and seconded by Ken

Meeting recorded.

Plan Update:

* Review of first draft completed has been completed by Ian
* Next task – update plan following review
* Need to confirm policy within plan complies with new JLP – should be submitted end of March.
* Ian confirms this is necessary – JLP should be in place by end 2021.
* Group action - discussion re face to face public consultation for public / parishioners
* Ian – propose word version of plan only to be given to SPC – desk top publishing version adds expense and give appearance that document is finalised already. Rhona action - will bring this to the attention of the SPC at the next meeting.
* Target for end of April for plan to be agreed and decision made as how to update the parish – need to allow four weeks for this process.
* Ian advises the need for an EIA is unlikely as no sites have been allocated within the plan.
* Further 6 weeks to be set aside for consultation with other agencies – Natural England etc.

Update from Ian:

* Ian advises landscape policy needs pot be robust to negate solar farms / wind farms / pylons

– should not specify these issues though – Landscape policy requires review – action.

* Any proposals outside the settlement boundary must have regard to the landscape impact – need to cross reference Alison’s landscape appraisal.
* Special Character Area – if to be designated in the plan then there must be evidence in the plan to support it or it will be disregarded. Rhona advises she and Helen are working on a conservation area document that could be adapted for a SCA policy.
* Need to reference Sproughton as a whole within the plan not village vs Wolsey Grange vs Colliers etc.
* Ian will review housing policies.
* Highways policy – need to list aspirations such as traffic calming measures , improved crossings etc. Diagram required in document to show locations – such as a crossing point at the corner of the Millennium Green towards Helen’s address.
* Action – team to email Rhona highways aspirations – 10 days.

Update from Rhona:

* Decision required as how to review the document – Rhona and Helen to action review before sending to others.
* Action - Rhona to review plan with Peter.
* Action – Rhona and Helen to conduct second review then send to the team
* Action – Ken to conduct grammar and spelling review.
* Grant and Finance – all parties paid / extra £2000 obtained from Zac to work on Conservation Area / Rhona is exploring other possibilities.
* Public Consultation to be reviewed at the next meeting.
* Media – next In Touch magazine update coming out.
* Rhona’s birthday on the 1st of May – don’t forget
* No recent contact from Landbridge.
* Meeting with De Zoete next week.
* Green Spaces document has been updated and sent to the SPC for review.
* Call for sites – Peter has identified policy areas and document is back for review.

AOB :

Rhona’s letter re cumulative impact (Branford to Twinsted) – proposed to send by Helen, seconded by Anne.

Next meeting is 12/04/21 at 18.30

Interim NP document meeting.