

# HINGHAM

## NEIGHBOURHOOD PLAN

### MINUTES OF THE HINGHAM NEIGHBOURHOOD PLAN STEERING GROUP MEETING

Held on Tuesday 26 July 2022 at 7.30pm in the Christian Fellowship Church.

#### Present

Rachel Leggett, Sam Coster, Anne List, Virginia Twentyman, Paul Roberts, Matthew Bradbury, Steve Thompson. Also present via Zoom, Rufus Philip and Andrea Long.

#### 1. Apologies for absence

Apologies for absence were received from Alison Doe and Steph Amey.

#### 2. Accuracy of Minutes

A correction was agreed to the minutes of the previous meeting held on 31 May 2022 to clarify that a call for sites was not being made specifically for housing land. The minutes were then agreed as correct.

#### 3. Household Survey results

Rachel went through her analysis of the recently returned Household Survey forms. She explained that as the results are discussed the Steering Group need to consider what will end up in the Neighbourhood Plan and what won't. There are some comments that will be more appropriate for the Town Council to consider, such as speeding and village amenities.

The Household Survey resulted in 275 forms returned out of a total of 1078 households which represented a response rate of 26%. (Note - Data was collected for how many people were in each household, for the returned surveys this totalled 613 individuals, however it is noted that the responses given in each survey returned may not represent the views of all individuals in those households).

This is classed by Locality as a good response. The age demographic indicated a higher response from older age groups over 51.

Each answer section was discussed and a summary of each was given by Rachel. The analysis and summary has been placed on the Neighbourhood Plan website for public scrutiny.

Regarding new Rights of Way, Rachel advised that this subject may end up as a project list rather than a policy due to land owner issues in providing the space for paths.

The analysis document will now be sent to AECOM for Design Code Work to continue.

#### 4. Call for Sites

Andrea's form to be used for Call for Sites was discussed and it was agreed to edit the suggested form and to include Energy Production. The form, whilst not specifically asking for Housing Development, does not preclude it. Andrea explained the form has to appear in a formal format to prevent people suggesting land that doesn't belong to them. The inclusion of land for additional allotments was also requested by the Group. It was agreed that car parking was the highest priority, followed by Community Use/Sports/Recreational, Nature/Wildlife/Allotments, Energy Generation and Green Space. Andrea agreed to re-draft the form and when approved by the Group it will be sent out to commence a 6 week period of Call for Sites in August to September.

**5. Stakeholder Engagement update**

Sam suggested that local Estate Agents be consulted but this was not agreed. It was agreed that there was still a minimum of engagement with teenager groups that needs to be addressed.

**6. Housing Needs Assessment.**

Andrea advised that Alison has co-ordinated the comments received and fed them back to AECOM and their amended document is awaited.

**7. Design Codes**

Rachel stated that a site visit by the AECOM team has been agreed for 1 Sept 2022 with a meet of available Group members at Lincoln Hall at 11am. It will then take the consultants 2-3 months to produce their report.

**8. Future work**

Rachel advised that the next Steering Group meeting consider drafting a set of objectives and formulate a broad statement of intent on what the Neighbourhood Plan wants to achieve. Andrea will be at the next meeting to talk about policies and detail.

**9. Communications**

It was agreed to take the banners down from the Market Place. Cllr Sta Ana will be asked to update the website to thank the community for their responses to the Household Survey and to remind everyone that PlaceCheck can still be accessed online. The Parish Magazine will also be updated.

**10. Date of next meeting**

There being no meeting in August, the next meeting will be on Tues 13<sup>th</sup> Sept 2022 at the same venue.

The meeting then closed