

Campsea Ashe PC
Neighbourhood Plan 2023
Meeting 5th April 23; 17.30-19.00 @ Station House

Present	Clare Reid CR / Nigel Pringle NP / Todd Strehlow TS Ed Berger EB / Robert Webb RW / Andrew Spencer AS Klaus Fortmann KF (Clerk & Secretary for NP Steering Group)	
Apologies	Harold Thompson HT	ACTION POINT
Intro	<p>CR introduced all to the Neighbourhood Plan for Campsea Ashe and summarized what had been initiated so far.</p> <p>The PC had resolved in 2022 to pursue a NP as it was felt it being strategically important to retain some sort of control over developments potentially happening in CA. The NP has to consult with residents to create a feasible plan to allow for some developments but also to safeguards perceived important area, settings and heritage assets in the NP designated area. Whilst it can address issues of housing etc, it can not limit traffic issues emanating from outside the village area.</p> <p>It is also important to realise that a NP needs to be constantly reviewed and that a NP is only effective if put into effect in a thorough fashion.</p> <p>The recent granted Livery application at Ivy Lodge Road as well as the SCLP12.45 within the Local Plan made clear that a NP was desperately needed, to avoid further damaging developments in areas that are regarded being of rural/heritage (setting), ecological and of historical importance.</p> <p>Currently there is one plot (SCLP12.45, next to Rectory) for 'approx 12 houses' featured in the current Local Plan. The whole area within the boundaries of CA has been declared as being part of the NP and as a per ESC Neighbourhood Area Determination.</p> <p>The PC had agreed for Rachel Leggett Associates (RLA) to act as consultants, guiding Steering Group to achieve all necessary goals. Funding has not yet been secured nor has the government stipulated the funding formula for 2023/24. Steering Group to secure funding.</p> <p>A NP Steering Group (NPSG) has been created, details of which are listed above.</p>	NP
1	<p>Terms of Reference</p> <p>The NP adopted the terms of references as supplied by RLA and handed to all members of SG. It was decided;</p> <ol style="list-style-type: none"> 1 RLA (& chair and clerk) to ensure that legislation and regulations re Localism Act & NP are being appropriately followed 2 A timetable has been prepared by RLA, which the NPSG will attempt to adhere to, subject to possible recommended changes by RLA. 3 Funding to be determined by RLA. 4 SG to detail/manage and monitor costs to PC 5 SG to report regularly to PC 	

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	<p>6 SG to consult with community 7 SG to liase with ESC and other relevant orgs for process to conform with legislation 8 SG responsible for evidence, local policy</p> <p>Steering Group will have a maximum of 12 members (currently 8, incl clerk) with all members asked to attempt to recruit more volunteers from western part of CA.</p> <p>The SG elected Nigel Pringle as Chair & Clare Reid as Vice-Chair. All members were asked to complete skill audit and Declarations of Interest. Working Groups will be created at a later stage, dependent on skills audit. The chair and vice chair will ensure that deadlines / milestones are identified and adhered to.</p>	<p>Clerk</p> <p>HT</p> <p>NP/CR</p>
<p>2</p>	<p>Chair, Vice Chair and Secretary</p> <p>The SG elected Nigel Pringle as Chair & Clare Reid as Vice-Chair. The PC clerk Klaus Fortmann will act as Secretary The Clerk will also oversee the financial aspects of the NP. Chair & Vice Chair to provide costing forecast when detailed info becomes available</p>	
<p>3</p>	<p>Objectives of the Steering Group</p> <p>The SG will create and deliver a NP for the CA area as outlined by Terms of Reference and within guidelines & legislation.</p> <p>Important part of this will be the consultation process with villagers, which will involve a questionnaire and open days to determine how residents perceive for CA to develop over the next decade.</p> <p>Clarification is required re sequence of consultation; Questionnaire – Open Day 1 – Open Day 2 or Open Day 1 – Questionnaire – Open Day 2 SG to meet regularly to enable prompt delivery of NP.</p>	<p>NP/CR</p>
<p>4</p>	<p>PR / Web Information Strategy</p> <p>The NP CA information will be added to the CA PC website It was suggested to examine possibility of utilising the Station House info system (table) Clerk to examine with SH feasibilities. Info should be given to the Parish Magazine Clerk to utilise the PC NextDoor account as well as email via the PC to keep residents informed or ask for volunteers, etc.</p>	<p>Clerk</p>

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5	<p>Questionnaire The SG will start working on a questionnaire, using examples by neighbouring PC's. Clerk to distribute the CA Village Questionnaire from 2019</p> <p>Discussions around digital format, details such as business related queries (separate quest?) were held. It was agreed that the questionnaire results would be greater if SG members would engage with residents on doorsteps.</p> <p>RW stated it being important for CA to be defined for the future and that we need clarity in who / what Campsea Ashe should be identified as.</p> <p>RW & AS volunteered to become leading Questionnaire working group members</p>	RW/AS
6	<p>Open Day The Open Days are important events to establish residents concerns and preferences. Maps will be displayed for residents to use post-it-notes and leave ideas, suggestions and matters of concern. RLA will assist in producing relevant materials to be displayed at the VH. STG members will be present to discuss the NP and residents issues, out of Dates will be determined shortly</p>	
	<p>Next Meeting 24 or 25th of May tbc</p>	