

**MINUTES OF A STEERING GROUP MEETING**   
**held on Thursday 23rd July 2015**  
at 7.30pm at The Blackbourne

**Present:** Marian Abbott, Philip Blissett, Peter Dow, Peter Edmonds, Mary Feeney,  
 Terry Garner, Sarah Mansel (Ch.), Fred Pallett, Shaun Pratt, Lesley Reed,   
 Ann Richards, Julia Taber.  
  
1 Apologies were noted from Julie Cole, Peter Goodridge, Jane Storey and Gillian Benjamin.

2 The Minutes of the last meeting, held on 25th June, were approved as a true record.

3 The following matters arising from the Minutes and not dealt with as an Agenda item were  
 noted:  
 3.1 Peter E is pursuing the business questionnaire responses;  
 3.2 The youth questionnaire responses are downloaded and are available on line.

4 There was discussion around the feedback tabled as, ‘Elmswell Policy Mapping Session’, as  
 received from Dave Chetwyn following his recent workshop with the Group. The following  
 points were noted:  
 4.1 Energy efficiency should be included in, ‘other issues’;  
 4.2 Pedestrian connectivity should be included as an environmental factor in new  
 development;  
 4.3 Permeability of drives & hard standing deserves prominence;  
 4.4 Given the current retail environment and likely trends, new retail opportunities are  
 unlikely as core services are provided in general outlets and niche outlets struggle in  
 the much larger footfall catchments of Stowmarket & Bury. Existing retailers should be  
 encouraged and supported;  
 4.5 Employment should be promoted to being a, ‘Big Ticket’, item;  
 4.6 PD to apply for Direct Technical Support from AECOM, specifically Housing Needs and  
 Traffic surveys;  
 4.7 A Sustainable Environment Assessment is probably needed, PD to pursue through  
 AECOM;  
 4.8 Community character must be maintained by retaining diversity and integration –  
 eg mixed housing stock;  
 4.9 Re-drawing of the settlement boundary is an essential option.

5 Steve’s raw draft, ‘*Elmswell Neighbourhood Development Plan’* was reviewed with a view to  
 allocating tasks towards working up the various elements.   
 5.1 PD to approach Julie to ask if she might take on, ‘*Introduction*’;  
 5.2 PD to tackle, ‘*Vision & Aims’*;  
 5.3 PD to approach Peter G towards a further collaboration with Ann on, ‘*Context &  
 General Data’;* 5.4 ‘*Community Engagement’*, pending – largely a write-up of the questionnaire /  
 consultation process as already engaged in;  
 5.5 ‘*Growth Strategy*,’ pending – await results form other areas as above;  
 5.6 ‘*Policies*’, obviously for near future reference, NB site allocation needs to be addressed.

6 6.1 Peter D & Fred had met with Gillian who had prepared more analysis of the   
 questionnaire returns but Gillian’s absence meant that they were not available at the   
 meeting;  
 6.2 Marian undertook to ask Julie to secure the most recent Elmswell School provision  
 statistics as promised when she had liaised earlier with SCC.

7 Peter D reported that the personal veto enacted by the Chairman of the Parish Council had  
 been circumvented and that Council had subsequently agreed to funding the UVE exercise.   
 The grant application covering the whole of the anticipated expenditure was progressing as  
 expected.

8 When any other business was invited the following was noted:  
 8.1 Peter D is to be in touch with Peter Freer at MSDC towards arranging for him to attend  
 the next Group meeting;  
 8.2 Peter D undertook to speak with AECOM re the possibility of a second opinion on the  
 Jackson cost estimates for the Relief Road options;  
 8.3 Peter D is to seek from Peter Freer further information on the recent Call for Sites  
 exercise towards informing a Site Allocations process and to elicit more information  
 about the process of securing designation for, the likelihood of success and full import  
 of Enterprise Zone status for Grove Lane.

9 The date for the next meeting was agreed as Tuesday 18th August at 7.30.

10 The meeting closed at 9.07.

**Peter Dow  
05.08.15**