

NEIGHBOURHOOD PLAN REVIEW STEERING GROUP (NPRSG)

MINUTES OF THE MEETING ON MONDAY 15th DECEMBER 2025

On Zoom

IN ATTENDANCE:

Parish Council

Louise Davies (LD), Andrew Jackson (AJ), Sophie Winship (SW)

Community Members

John Bristow (JB), Louise Jellard (LJ), Sheena Overington (SO)

The meeting opened at 7.30 pm.

1. **Election of Chair:** It was agreed that SW would Chair this meeting.
2. **Apologies for Absence:** Received from Keith Charman (KC).
3. **Declaration of Interests:** No change to previously declared interests.
4. **Minutes of the last meeting:** The minutes of the meeting held on Friday 1st December 2025 were approved as an accurate record.
5. **Site Assessments:**
 - a. Planning Consultant's Input: James Garside's comments on the Group's rationale had been circulated to all. LD had followed up with a telephone call to seek advice about the Tanglewood Rear Land and Wharf Farm; a report of this conversation had been circulated. After some discussion, it was agreed:
 - **Tanglewood Rear Land – Confirmed as Red Assessment.**
 - **Wharf Farm – Green Assessment for commercial use.**
 - **Assessment details to be amended accordingly.** **Action: LD**
 - b. Parish Council Presentation:

Sites: As agreed previously and discussed above.

Capacity: AJ had undertaken some initial work using density calculations obtained from Great Meadow, Songhurst Meadow, Barnfield Shaw and Tanglewood. Using a mapping tool, he had overlaid the map with a grid system representing 10m² squares, explaining that the smallest property was about 3 squares, with approximately 5 squares for a 4-bed property. He displayed the map highlighting the contour lines, land registry details and listed buildings. He had simply counted squares to give an indicative number. He explained that Local Plan policy promoted 35 dwellings per hectare, but this represented an urban mix, potentially including apartments in larger developments. The policy allowed for some flexibility considering the site context, character of the surrounding area, heritage assets, landscape and environmental impacts. He displayed a chart which showed a minimum and maximum number based on his calculated

density figure, which covered the housing allocation and also gave some flexibility and options. He highlighted how design would need careful consideration for the smaller site and that density within the Conservation Area might be reduced further to be sensitive to listed buildings, with a possibility of retaining specimen trees. After some further discussion, it was agreed that:

- For the Parish Council presentation, to give explanation to the calculations and proposal to give indicative numbers at the consultation.
- Calculations and map to date to be circulated to all. **Action: AJ**
- AJ to mark maps with indicative lines for different densities for the consultation for discussion and agreement at the next meeting. **Action: AJ**

6. **Non-Designated Heritage Asset Identification:** Assessments of properties in the Conservation Area to be undertaken on Monday 29th December, meeting in the Village Hall car park at 10.00 am. Consideration would also need to be given later to extending further out of the village. LJ had combined the form and would provide. **Action: KC, LJ, SO, SW**

7. **Date of Next Meeting:**
Monday 5th January 2026, 7.30 pm on Zoom.

There being no further business, the meeting closed at 8.10 pm.