NP ENVIRONMENTAL SUBGROUP MEETING NOTES (181022)

22 October 2018

Present: PH (Chair), LB, LH, DH

Item	Content	Action
1	It was noted that the Subgroup was committed to ensuring equality for all people, and requested that subgroup members pay attention to all items on the agenda to ensure that no	All
	decisions would be made which have any negative impacts for equality, diversity or inclusivity	
2	Minutes of meeting 180924 were approved as correct and signed-off. Agreed that all signed-off minutes to be sent to NP Steering Group (Chair and Secretary; already done for that meeting).	DH
3	Matters arising from last meeting 180927 (previous agenda items in parentheses): (4) Village walk: completed and reported (5) Parish Online: All items completed and reported including the log-in information. (6) Layers of Environmental Information: it was noted that some	
	of the areas were not within the Env Sub Group remit – PH to discuss with DY. Re the footpaths, map reproductions are poor and unclear; we will provide a list of the footpath numbers. (7) Landscape Character Assessment: Some clarification needed	РН
	here, PH to discuss with DY (22 Oct) (8) History/historical buildings: contacts made and some information provided by the History Group to LB; Sheila agreed re the Village Archive Resources (LH)	PH
	(9) DH can't get the transect "slice" drawn up without some information on contours; PH to organise and advise. Other tasks re insertion of TPOs etc are in hand and available from mapping supplied by PH.	PH
4	Notes from NP steering group meeting (09 Oct 2018) provided by PH. • 61 people attended the drop-in session	
	Need some confirmation regarding the "hamlet" v "hinterland" status of the parish as this has significant impacts regarding planning etc.	
	 Grant application completed and submitted VAT – suggested that short-term cash allowance be provided by the PC to cover the costs and we will recover VAT and reimburse the PC. 	
	 LB and LH agreed to volunteer to assist with data entry for the survey responses We noted there was an error with the raffle prize process 	
	as the survey requested that both tickets be returned with survey responses"Green Spaces": these have been developed and/or grown	
	up or identified over several years. Need to sort out the "ownership" category for this within the NP grouping. • Timetable: End of 2018 for completion of data collection and submission of all the environmental tasks.	
	 and submission of all the environmental tasks – e.g. paths, slices, TPOs etc. Aecon need 6 weeks to do their work; will be reviewed in early 2019. Joe Stebbing will oversee Aecon's work on the building styles etc. 	

		
	 Second drop-in session will be a Saturday in Feb 2019 (TBA). 	
5	 Need to refine the "special landscape areas" on the printed maps. What are the "special/confirmed landscapes on the Mid Suffolk maps – PH to provide the map and LB and LH to investigate LB and LH to walk the areas and make notes/photos in order to physically define the boundaries of these areas. Deemed critical information to avoid ambiguous mark-ups. Define locations of TPOs, pollarded trees etc. 	PH/LB/LH
	 The provided flood zone classification (and numbering 1-3) is unclear and needs to be investigated. We need a definition (and mark-up) of the meaning of "local plan visually important open spaces" as many of these will not be open to the public (e.g. allotments). Is 	PH PH
	 this the parish Local Plan or MS Local Plan? Contour data to be obtained for the map from which the transect "slice" will be derived. 	PH
	 DH will draw up the transect slice to be 200yds wide We will select local views from photographs supplied by the public, as per JD request. Photos to be sent to PH. We will probably mark up numbers on the map which will refer to photographs supplied in attached pages. 	DH PH
6	 Landscape Appraisal Structure: A working draft based on the one provided by Alison Farmer for Rickinghall and Botesdale had been submitted by PH; all agreed this was the approach we should use. This will refer to "specific features" in our reports/submissions to include "Character Areas" – e.g. the site of old house in the Park. 	ALL
10	AOB: Nothing to report	
11	Next Subgroup Meeting Mon 19 November at 11:30 at Lanecott	

Signed electronically as a correct record

Copied to NP Group