

**Bures Neighbourhood Plan Group Meeting**  
**7.30 Monday 15<sup>th</sup> May 2023**  
**The Dennis Ambrose Barn**

**Present:** Robin Hamilton, Richard Adams, Ken McAndrew, Ken Jackson, Jan Stobart, Gill Jackson, Sandra Scott

**1. Apologies for absence**

Richard Shackell, Simon ten Brinke Jackson, Molly Thomas, Jane Chambers

**2. Minutes of the previous meeting**

Minutes of the meeting held on 19<sup>th</sup> April 2023 agreed by email and circulated

**3. HNA update**

KMc and MT have discussed and responded. The suggestion break down of Housing Need is 71% rental and 29% ownership. Laura Atkinson feels this is appropriate. It is suggested that Exception sites are the way forward for this through either the Parish Councils or a Community Land Trust. The NP should have a policy looking favourably on the two options as there is a need. The suggested HNA numbers for the period of the plan are 84 Babergh and 28 Braintree although the data used to come up with these figures is not Bures specific. There are no current sites and the NP needs to stress the limited nature of the centre of the village, nestling as it does, in the valley. RA suggested checking the data to see how the figures are derived.

It is hoped that Cllr Lee Parker will attend the next meeting to explain the situation that arose at Newton Green.

The HNS identified a need for 29 changes in dwelling – some down or up sizing others where relatives would like to return to the village.

**Action: KMc and MT to meet again and discuss the issues with Matthew Kearney**

**4. Use of Consultants – Scope of Work/ Proposal Brief / Agree details**

RA had worked on the Briefing Note and Scope of Work. His draft and concerns had been emailed and responses given. There are 7 stages to the work with 3,4 and 6 not included in the work for the consultant. Some of the points need to be moved to different stages in the process.

JS advised that she is able to help on some points but that a consultant would be useful as they will see things that the team is too close to the work and will not notice. RA gave JS a hard copy of the document he has created. GJ forwarded the email giving all the detail and responses.

The contract for the consultant will be with Bures Hamlet PC rather than with the NP team.

**Action: JS to check through and offer advice by Thursday. RH to check on Friday. This will then be sent round for final agreement. Following the agreement over the documents to be sent, quotes will be sought from Places4People, DAC and Collective Community Planning. GJ to send out when appropriate**

**7. Changes to the Draft**

Additions following Public Consultation have been added and photographs taken out. Additions on aspects of Climate Change are still to be made.

**Action: GJ to complete renumbering and taking out the format. RA to add Climate change detail.**

**10. Dates of next meetings**      Tuesday 30<sup>th</sup> May      Wednesday 14<sup>th</sup> June