



Shouldham Neighbourhood Plan Steering Group Ordinary Meeting Minutes

Wednesday 2nd October 2024 at 19:30, 2 Willow Court, Shouldham

Present: Tim Owen (vice Chair),
David Willis (Secretary), Rose Hipperson, Helen Brown

Apologies: Ant Hobbs (Chair)

Absent: None

Others in Attendance: None

104/24 **Opening and apologies:**

TO opened the meeting and acknowledged apologies from AH.

105/24 **Declarations of interest:**

None

106/24 **Parish Councillors' comments:**

None

107/24 **To agree minutes of previous meeting:**

The minutes of the meeting held on 11th September 2024 were AGREED.

108/24 **To review Outstanding Actions from previous meeting:**

[NOTE: Discussion on all outstanding actions was deferred until the next meeting]

- (i) SG members to map possible routes that would link existing habitats

(Action ongoing – see item 094/24)

- (ii) CCP to produce an updated map to show the parameters of viable views.

(Action ongoing – see item 095/24)

- (iii) AH to update the surface water drainage map from CCP. One copy to be given to the PC and one to CCP

(Actions ongoing – see item 096/24)

- (iv) CCP to produce a map showing location(s) for village parking

(Action ongoing – see item 097/24)

109/24 **To review the draft list of Non-Designated Heritage Assets**

Prior to the meeting DW had compiled and circulated an initial draft list of possible Non-Designated Heritage Assets (NDHAs).

The properties in the draft list had been photographed from the public highway and copies placed on the shared drive.

An assessment template, approved by Historic England, was completed by DW for each possible NDHA.

SG members reviewed the proposed NDHAs against the criteria. Following each NDHA review the assessment on the template was updated to record those criteria which had been satisfied. Those NDHAs which did not satisfy a minimum of three of the criteria were removed from the draft list.

It was AGREED that the revised list and template would be circulated to SG members for any further comments.

[NOTE: The criteria is set out in minute 100/24 of the SG meeting held on 11th September 2024.]

110/24 **AOB**

There was no other business.

111/24 **Next meeting(s):** Wednesday, 9th October 2024 with CCP in attendance

Meeting closed at: 21:45

Chairman: AH

Date: 9th October 2024

Minutes prepared by:

David Willis, Secretary for the Shouldham Neighbourhood Plan Steering Group

Email: shouldham.nhp@gmail.com