

Lavenham Neighbourhood Plan Revision Group

Steering group meeting 11th August 2026

Agenda and minutes

Attending: Michael Sherman (Chair, left early), Alison Bourne, Savannah Bourne, Danielle Twitchen (Treasurer), Tracey Brinkley, Jack Norman, David Theobald, Charles Posner and Carroll Reeve (Secretary).

Apologies: None

Minutes of previous meeting: Previously circulated. Suggested one word changed to '**the**' highlighted below *. This amendment was accepted.

Matters arising: Under JLP and NPPF see below. The Salvation Army Hall closure was now to be viewed as a temporary move until September.

Parish Council feedback:

Confirmation sought from all attending that no potential conflicts or pecuniary interests appertain to this agenda: confirmed.

It came to light that minutes of this working party had been 'edited' by the Parish Clerk, due to a misunderstanding with our Chair. In any event, under our Terms of Reference any potential revision should have been cleared with our Secretary. Following a meeting called by the LPC Chair and attended by the Chair, Vice-Chair, our Chair and Secretary with the Clerk the matter was resolved. Any future observations by the Clerk would be referred to our Secretary. A further issue confirmed by the Clerk was that he would now keep our Chair and Secretary advised of all matters and invitations from external parties (eg, BMSDC, SCC and our MP) relating to Neighbourhood Planning, the Joint Local Plan, et al.

Position paper: Previously circulated and agreed, subject to the section on tourism being further revised.

Joint Local Plan and National Planning Policy Framework:

Arising from our last meeting it transpired that LPC had been invited to a virtual meeting relating to the JLP, NPPF and Neighbourhood Planning. This was not passed on to the LPC as it was addressed to the Clerk and considered by him as a personal invitation. The Clerk is now aware that such invitations are in fact an invitation to parish councillors and relevant working parties.

It now transpires (from this virtual meeting) that the JLP timetable (previously circulated) has been condensed to fit within government guidelines and is now subject to a 30-month period from start to adoption. Moreover, the BDC future five-year housing supply has been breached and its current plan therefore falls away. This has serious potential repercussions, leaving the district open to development merely meeting the 'sustainability' test.

Care homes: Report in drafting, based on care home provision, within a radius 12/15 miles, from Lavenham. Arises from input from survey. This may merely lead to raising awareness and transport options. With the removal of any sheltered housing in the village by BDC it may have a bearing on future housing provision.

Tourism: Data report for Lavenham: sanctioned by Michael. Cost £150. Potential short term budget anomaly, to be covered by savings elsewhere. Same firm undertaking work used by BMSDC. Copy of Lavenham 2018 report had been circulated prior to meeting.

Tourism data sought from other sources on-going. Love Lavenham to be approached.

Business survey:

Alison has produced a list of businesses (Michael circulated a list of business rate payers) and interviewed a sample. She will continue with this approach and then issue a short survey document to others. Savannah is producing this initial survey document based on that previously produced by Charles. Accessing hospitality and retail business is straight forward, but other service business less so. Jack to supply Savannah with a list of trades people.

AoB: Jack asked if we had a collective view on a particular current planning issue and with the limited information available our only comment was that it might be viewed as a ribbon development.

Next meeting: 8th September

*** Parish Councillor comments on Survey feedback:**

The two notes (dated 21st June) produced by the Councillor had been circulated and were discussed. There was some disquiet as to why questions were being raised when the two feedback documents had been agreed by the Parish Council, at its 4th June meeting. The threatening nature of the closing comments were considered unnecessary. However, in order to avoid any doubt, it was agreed that our Chair would write to **the** Councillor concerned setting out the facts;