Lavenham Neighbourhood Plan Revision Group
Steering group meeting 13th October 2026
Agenda and minutes
Attending: Michael Sherman (Chair), Alison Bourne, Savannah Bourne, Danielle Twitchen (Treasurer), Tracey Brinkley, Jack Norman and Carroll Reeve (Secretary).
Apologies: David Theobald and Charles Posner.
Minutes of previous meeting: Held on 8th September, were agreed as correct.
Matters arising: The Care Home report remains outstanding, due to a problem with the mapping tool. The list of homes within a 15 mile radius has been completed and it is proposed to identify these on a map showing with a colour code to denote services provided. This will form part of the evidence and information base.
Parish Council feedback: Confirmation sought from all attending that no potential conflicts or pecuniary interests appertain to this agenda: confirmed.
Business survey: A good draft had been circulated to members in advance of the meeting and this was now agreed. This would now be circulated to LPC via the Clerk with a request for comments soonest, so that a final version can go to their 5th November meeting.
Alison and Savannah will then commence distribution and interviews with the larger businesses.
Tourism report: This had been circulated and accepted. This would now be sent to the Parish Clerk for the information of the parish council and Alison would likewise distribute to businesses.
JLP and NPPF: Two meetings are in hand addressing one or both of these topic areas, which representatives of our group are attending: SALC via Teams 19/10/2026 and BMSDC Parish Liaison meeting called for 20/10/2026. Generally, we can only progress in line with the JLP. In the meantime, we will be undertaking a Housing Assessment. The process will be first cleared with BMSDC. The Housing Needs Survey of 2022 is now getting out of date and should now only be used as a benchmark. In any event, CAS has not been in a position to carry out a further HNS, due to staff shortages.
Visioning meeting: The idea is to try and identify issues to be addressed outside the pure planning aspects of the revised NP, such as traffic congestion. A group of residents not involved in the revision process will be invited to consider the issues and provide some potential outcomes.
Date and venue are under consideration. Members of this group attending will be kept to a minimum, as it will be reviewing any final of document of recommendations before going onto the parish council.
AoB:
1. A question was raised as to how to address communications received by members of this group that might be construed as either rude or threatening. Having taken advice from the Parish Clerk, it was agreed that we, the LNP Group reserve the right not to respond to communications which it considers either not deserving a reply or rude or threatening. Such decisions will be initially made by the Chair and Secretary of the Group acting together and then determined by the Group.
2. A brief discussion was held on the virtues and simplicity of The Seven Principles of Public Life, otherwise known as the Nolan Principles. These can be reduced to a single sheet of A4!
3. Tracey reminded us of the importance of attending The Hub AGM on the 27th October.
4. A further Newsletter was to be produced for the village.
Date of next meeting: Tuesday 10th November in The Jubilee Room, Tenterpiece.