

Present: Richard Mawhood (Chairman), Tim Baker, John Guyler, Jennie Denny, Alan Round, Lisa Hicks, Ben Holden, David Hughes, Jane Storey, Caroline Blomfield and 1 member of the public.

There was no public comment.

1 **Apologies for absence** were received from Trevor Howard, Andrew Brain, Dr Richard West and Jane Foster.

2. **To receive declarations of interest.** There were none.

3. **To approve minutes of the meeting 27 June 2016.**

The minutes were approved and signed.

4. **To receive correspondence/communications and deal with any matters.**

There were none.

5. **To confirm date for signature of Members Register of Interest forms.**

Awaiting 1 form.

6. **To receive accounts for payment.**

There were none.

7. **To receive an update on the application for a grant and take any necessary action.**

The full application for a WRAP grant for the feasibility study needs to be submitted with a tender from an approved supplier. JG has drafted an invitation to tender which after discussion was approved by the Steering Group. Carbon Smart have been vetted by SCC and are SCC's chosen partner and WRAP has agreed that only Carbon Smart's tender need be submitted. The application will be under the auspices of Woolpit PC.

8. **To receive a report from subgroups and take any necessary action.**

Business – a meeting has been held and the 50 businesses will be divided between members of the group to visit on a 1 to 1 basis to go through a questionnaire. This should be completed by September.

Health & Welfare – nothing to report.

Historical Background – JF is contacting Chris Bowden for further assistance on this aspect. There are historical documents available to help in this project. It is hoped that the historic appraisal will be available for a public meeting in October.

Census Data – The 2011 data has been analysed and a copy is appended to these minutes. Issues surrounding this data concerning the increased places needed at the Health Centre, the school and housing were discussed.

Community Consultation – the pop-up stands received 220 responses; the 3 major concerns are traffic (40%), housing (18%) and footways/cyclepaths (15%). The concerns regarding traffic are road safety, parking and congestion in the village centre. Housing concerns are affordability, retirement properties and the scale of development.

It was agreed that this may be the time to look into obtaining grants for the NP and RM will investigate what professional help will be required, although objectives would have to be set first.

Liaison Group – nothing to report.

Publicity – A further item has been published in the August/September Woolpit Diary.

9. To discuss and approve a provisional vision statement.

TB has drafted this which will be sent out to members electronically. It was agreed to adopt this as a working paper.

10. To discuss components of the evidence base (SWOT analysis, demographic statistical data, character appraisal) and identify potential gaps.

This has been dealt with under item 8. SWOT analysis has been provided and all were asked to put forward any additions.

11. To receive comments from the Parish Council on any planning applications received.

Nothing further has been received regarding Green Road. A variation on the previous application for Old Stowmarket Road has been submitted which includes improved footway/cyclepath from the development to the junction, footway/ cycle route from Costcutter to the car park and a double mini roundabout at the crossroads. MSDC Planning Committee is discussing this application with the amendments on 3 August at 9.30 a.m. even though the consultation period does not end until 10 August. WPC is meeting to discuss the revised application on 3 August at 8.00 p.m. to formulate a response.

SCC is working up a design to make Green Road to the Village Hall in Mill Lane one-way. There will be public consultation.

12. Any other business and actions for next meeting.

It was agreed to set the date for the launch of the vision at the September meeting. The Steering Group needs to know who owns all the land in Woolpit. TB will investigate a computer programme that may help with this.

11. Date and time of the next Steering Group meeting – Monday 29 August 2016 at 7.30 p.m. in Woolpit Institute.

This is a Bank Holiday and it was agreed that the next meeting would be Monday 26 September.

The meeting closed at 9.35 p.m.

Signed.....

Dated.....