Copdock and Washbrook Neighbourhood Planning Steering Group Meeting			
Invitees: Colin Hinkins, C & W NPSG Laura Butters, Parish Councillor and C & W NPSG Ken Ballenger Louise Carman Mark Blackwell Jo Austin, Copdock Primary School Headteacher Ian Poole Dave Marsh Mike Watling, Parish Councillor and C & W NPSG Chris Spink Dennis Kell, Copdock Primary School, Chair of Governors Simon Downey			
Date: 18 February 2020	**Venue: Lounge, Copdock Village Hall**	**Time: 7.15pm start**	**Chair:** Colin Hinkins **Scribe** Laura Butters

	AGENDA ITEMS	DISCUSSION	AGREED ACTION – WWW (Who does what & when)
1.	Apologies for Absence	Mark Blackwell	
2.	SCC Highways	Terry Corner, Angela Chapman and Keith Armes in attendance for this agenda item. To consider email received from Steve Merry following the meeting last week and agree response. (Email pasted at end of agenda)	
3.	Future Meeting Dates	All dates are on the NP website which Chris keeps up to date.	Chris
4.	Mail drop	Agree how the leaflets will be distributed across the 7 areas.	

	AGENDA ITEMS	DISCUSSION	AGREED ACTION - WWW (Who does what & when)
5.	To agree upcoming tasks	• Proof reading of the final Plan (Thursday) • Signing off the display boards (Friday) • Website Statutory Requirements for the consultation, discuss the need for a new level. • Sending out the consultation notification to statutory bodies (Ian to provide wording for Angela to email • Agreeing how many paper response forms to print out.	
6.	Key Dates	See Detail below	
7.	NP Village Event	Saturday 29 February – to agree attendance.	
8.	AOB		
9.	Date of next meeting		

Agenda Item 2
EMAIL RECEIVED FROM STEVE MERRY, SCC HIGHWAYS, 12 FEBRUARY

Firstly, thanks for inviting us to the meeting. I thought it was very constructive. I have discussed this with my manager and we'd like to make the following comments.

While the Parish Councils proposals have merit we still consider that closure of one carriageway would provide a better permanent solution than closure of one lane in each direction because:

- It provides a far better quality cycling and pedestrian facility on the closed carriageway
- It will create a less open, traffic dominated environment which will, with the proposed development, create a more built up environment likely to modify drivers behaviour and reduce speeds.
- It would remove the need for gaps in the central reserve which has been raised as a safety concern by the Parish
- It would make junction improvements at Chapel Lane easier to deliver. With the southbound carriageway closed this could be rearranged as a simple three way priority junction.
- A two way road would be much easier to maintain than two single carriageways, mostly due to the build outs on the proposed single carriageway requiring closure of the road to do work rather than using two way traffic signals.

Some items such as the intention to have a signal controlled crossing near the Parish Hall would remain. One thing that might fall away would be the drop off layby for the school.

However, one clear message I came away with was the frustration of the Parish with the lack of progress over the past 4 years. Therefore, I propose that SCC undertakes the following actions:

- We prepare a design of the single carriageway (ie closure of southbound carriageway) to the same level of detail as Bruce Bambers single carriageway option.
- We look at the option of a change over from dual to single carriageway via a crossover to the south of the Great Western Hotel as a test to see if single carriageway scheme can be delivered in two parts if necessary. The work to the north would be delivered first.
- Undertake a stage 1 road safety audit on both options
- Clarify what funding is available from local and national government that can contribute towards this. Specifically I'll try and find out what the criteria are for the funding announced by Councillor Gordon Jones
- Engage with the developer to see what would be delivered by them in the area around Elm Lane, and elsewhere.

We would intend to do most of this in house with the exception of the road safety audits which we would commission externally (at our cost).

We aim to provide you and Bruce with this information in mid April so that you have the time to consider it for discussion at the meeting on the 4th May.

We will also be including the proposal for a strategic cycleway between the A14 and Capel St Mary in our Local Transport Plan and recommending that it is included as a critical part of the infrastructure in Babergh District Councils developing Local Plan. It would be a generic description so that either option remains open, as I understand is the case with the reference to this in the Neighbourhood Plan.

I hope you consider this an acceptable way forward and look forward to discussing this in May. Regards Steve

AGENDA ITEM 6

29/2/20	11.00am – 2.00pm NP consultation event at primary school
29/2/20	6 week consultation with residents and specified consultees. (Consultation ends 11/4/20
29/2/20	29/2/20 – 21/4/20 NP group to add any written comments received for the consultation onto online version.
17/3/20	7.15pm, VHall, NP group meeting
114/4/20	Consultation end date. Each individual comment received to must be responded to.
21/4/20	1.00 – 4.00pm, NP group meeting with Ian to review consultations comments received from residents.
5/5/2020	NP is formally signed off by the Parish Council and submitted for adoption.