

SUB-GROUP MEETING TO DISCUSS A PLACE APPRAISAL FOR SUTTON POYNTZ - HELD ON 23 OCT 17

Attendees:

Peter Dye (PD)

Bill Egerton (BE)

Mike Haine (MH)

Discussion

1. The discussion focussed on the actions arising from the last meeting (3 Oct 17), the work completed to date and the revised timetable.

Decisions

2. It was agreed that:

- There was still a requirement for a Tree Survey to support the Place Appraisal. A draft brief, detailing the required outcomes, would be forwarded to the Steering Group for discussion on 31 Oct 17 (**PD**).
- Proposed changes to the Place Appraisal would be sent to MH by email. Images should be in jpeg format (3-4 MB) and maps in AI format (**All**).
- The draft document would be maintained on Dropbox in pdf format (**MH**).
- The Contents page would be amended to show the Introduction section.
- The Introduction would now reference the village walk on 7 Jun 17, including the identification of key views and important groups of trees (**PD**).
- An annotated map showing these aspects would be provided (**BE**).
- The images relating to Section 4 would be forwarded to MH, including key views (**BE**).
- The possible benefits of placing the endnotes at the end of the document (rather than after each section) would be kept under review (**MH**).
- Endnotes would be provided for Section 4 (**BE**).
- Section 5 would be added, although the input of the Heritage and Housing subgroups was outstanding (**MH**).
- There was uncertainty about how planning constraints could best be addressed in the document. This would be discussed with the Steering Group (**PD**).
- Hard copies of the Place Appraisal would be produced for the Steering Group meeting on 31 Oct 17 (**PD**).
- The question of how the final document should be published would be raised with the Steering Group (**PD**).

Next Meeting

3. No date was set for a further meeting, pending the Steering Group on 31 Oct 17.

Peter Dye
Secretary

23 Oct 17