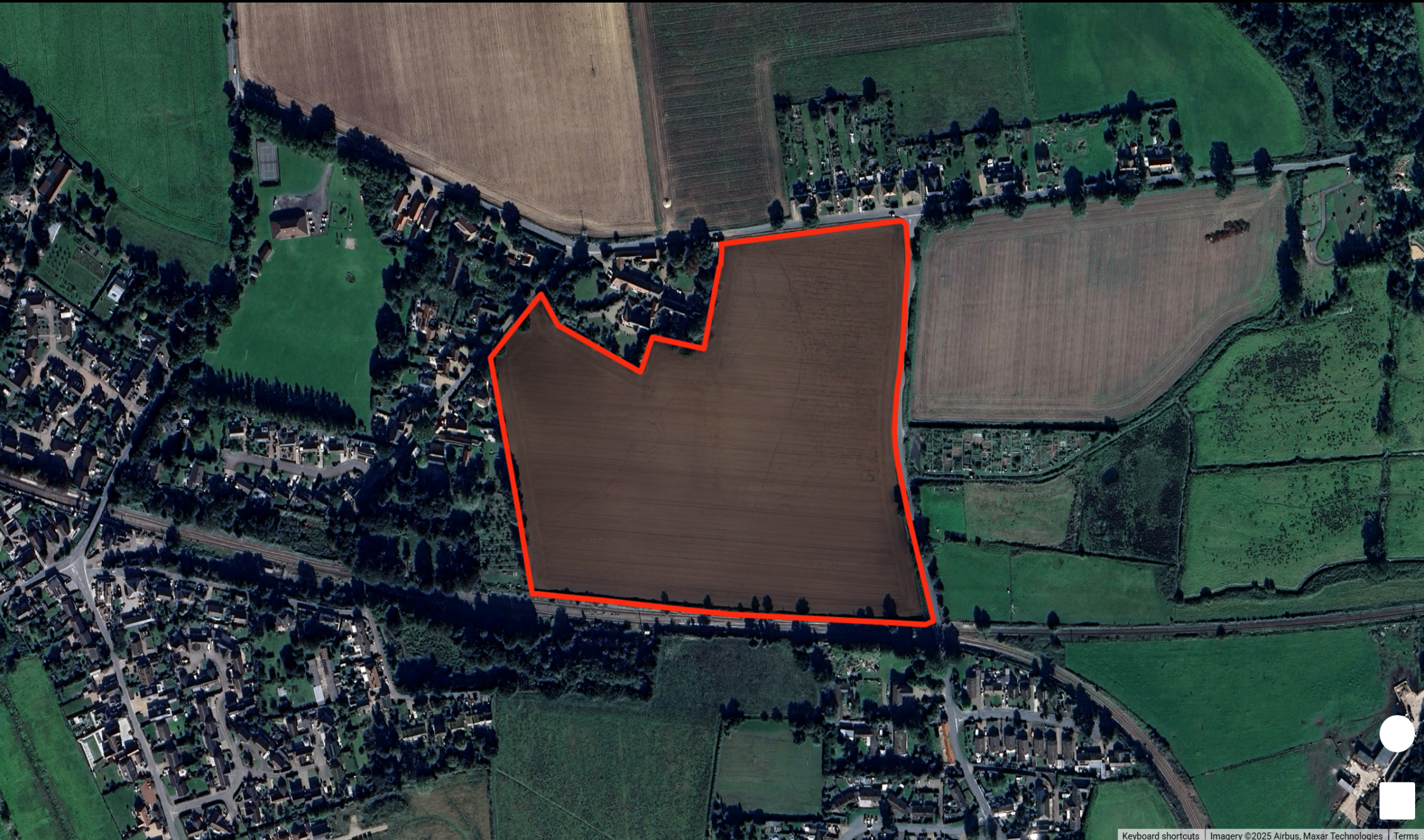


DOCUMENTS RELATED TO THE POTENTIAL TAYLOR WIMPEY DEVELOPMENT IN
REEDHAM:

1. REDLINE MAP OF POTENTIAL LOCATION
2. COUNCILLOR GUIDELINES FOR A PRIVATE MEETING BETWEEN REEDHAM
PARISH COUNCIL AND TAYLOR WIMPEY

ESC900 site plan



Reedham Parish Council

Taylor Wimpey Meeting Briefing Note

This note sets out the protocol for the informal, information only, meeting with Taylor Wimpey. These expectations ensure we remain compliant with the Local Government Act 1972, the Public Bodies (Admission to Meetings) Act 1960, and NALC guidance.

Purpose of the Meeting

The meeting is strictly an information gathering session. It is not a council meeting and must not involve any form of decision making or negotiation.

Guidelines

To ensure the meeting remains lawful and appropriate:

Councillors may:

- Attend to receive information
- Ask factual clarification questions
- Take notes for later discussion at the public council meeting
- Refer Taylor Wimpey to publicly available documents (e.g., the Neighbourhood Plan) without offering interpretation or comment

Councillors may not:

- Express support, opposition, or preferences
- Negotiate, bargain, or discuss what the council “might like”
- Indicate any future decision or direction
- Commit the council to anything
- Discuss council views, strategy, or policy

Underlying Principles

If councillors begin to negotiate or express views, the meeting becomes a council meeting in law, which would breach statutory requirements for:

- Public notice
- Public access
- Agenda publication

This would put the council at legal risk and undermine public confidence.

Spokesperson

As this is not a formal meeting, there is no Chair. However, to maintain order and consistency, councillors may agree one spokesperson whose role is to:

- Open the meeting
- Explain that councillors are present only to receive information
- Ensure that any questions asked are limited to factual clarification.
- Close the meeting

The spokesperson must not express opinions or negotiate.

Following This Meeting

All information received will be reported and discussed in public at the Parish Council meeting immediately afterwards, with an extraordinary meeting to be convened if required.

Suggested Spokesperson Notes

Opening

Thank you for meeting with us. Before we begin, I need to make our position clear.

This is an informal, information-only briefing. Councillors are here solely to listen and understand what Taylor Wimpey wishes to present. We will not be entering into any negotiations, expressing views, or making any commitments today.

Anything you share with us will be reported and discussed in public at the Parish Council meeting immediately afterwards. We are committed to full transparency, and no information from this meeting will be withheld from the community.

Please go ahead. Councillors may ask factual clarification questions if needed.

During the Meeting

If councillors drift into opinion or negotiation:

I need to pause here. This meeting must remain information-only. Any discussion of views or decisions must take place in public at the formal council meeting.

Closing

Thank you for the information you've provided. As explained at the start, everything shared today will be reported to the public and discussed at the Parish Council meeting shortly. No decisions or commitments have been made at this meeting.