

**Minutes from the Neighbourhood Plan Meeting  
Thursday 6<sup>th</sup> June 2019 - 7.30pm at the White Hart**

**1. Welcome and apologies:**

*Present:*

Alex Stevenson (AS)	Chairman / Heritage and Environment
Jo Brindley (JB)	Publicity
Jan Stobart (JS)	RCCE
Steve Lavender (SL)	Housing
Paul Javin (PJ)	Heritage and Environment
Michael Bowes (MB)	Economy
Tracey Thomson (TT)	Budget and Finance
Meg Jones (MJ)	Secretarial Support

*Apologies:*

Peter Kohn (PK)	Facilities & Infrastructure/Education
Michael Horne (MH)	Heritage and Environment
Ian Stock (IS)	COG
Tom Walsh (TW)	Housing
Anna Appleton (AA)	Website and Survey

**2. Minutes of the last meeting**

Amendments

4.4 – SL to present draft response to Alan Massow.

4.5 – Should read 59 not 69

5 – Need to reconsult with BDC for proposed screening

7 – Statements to be completed under a separate budget

9.5 – Tey Road, should read No news. It is going ahead.

**3. Matters arising:**

i. **Planning council meetings:**

- All members of CNP have been re-elected on the subcommittee.
- Noted that the agenda should be added online where ever possible

1. **Sworders Response**

The letter was approved, and Debbie will be sending on behalf of the CPC

2. **Community Letter**

Advised minor amendments to the community letter, adding CPC logo and to be sent out once outcome confirmed with Reg14.

Note to TT it will cost £20 for 1500 mono letters excluding delivery.

ii. **Meeting of joint NP groups:**

- No news.

iii. **Incinerator:**

- Letters received by group regarding refusal

iv. **Projects Group:**

- Love Coggeshall website is now live

**4. Progress of Regulation 14**

i. **BDC meeting 6.6.19**

- Very positive meeting with Alan Massow with majority of outstanding queries agreed
- AS requested that comments to the meeting notes from all before distributing minutes
- Alan Massow mentioned a RAMS report due on 11<sup>th</sup> July, PJ needs to pass confirmed date over to AECOM, JS to find out if there is an updated timeline

ii. **Reviewing contents of the draft plan:**

- Community Comments & Stakeholder Comments Review:

1. Agreed to meet 11.6 at 8pm at White Hart to run through
2. JS to send through links to Community Consultation Results examples to show how comments need to be written in a summarised table form

## 5. Strategic Environment Assessment (SEA) / Habitats Regulations Assessment (HRA) Screening:

- i. HRA: PJ had a discussion with John Wilkinson from Locality, they are 50% through the HRA work to completion. PJ will contact James Riley (AECOM), working with David Coleman.
- ii. SEA: Draft scoping report will be available next week that we will need to review, as we need to submit our comments (against our framework and proposals) before it goes to BDC for the 5-week consultation with the 3 statutory consultees. AS/PJ suggested comments should be reviewed ASAP. Noted, Allan Massow doesn't want to see the draft first.  
After the consultation, BDC want a meeting with us to review consultation comments and agree how to put in final report. PJ to co-ordinate with them.  
- Re Reg 14 query - if there is a material change or conflict resulting from above, then we should go back to Reg 14.

## 6. Village Design Guide Update

- Revised draft 3 has been produced by Landscape Partnership in a better format.
- JB still has concerns whether it does do the things that are really important and needs to be more inspiring. They have carved up elements within the town and then the rural areas, which isn't necessary the best route. Suggested historic core is already covered, needs to be more about the changes necessary for modern living.
- MB / IS have taken photos of unique and interesting build in Coggeshall – good and bad – and will put together in a document and distribute.
- Community asset plan has been drafted, to be dug out and reviewed at next main CNP meeting
- Requested that MH could review draft 3
- Comments to be reviewed on Tuesday 11.6 from 7pm – 8pm

## 7. Budget

- i. **2019-20 Budget** - identified the extra money that DAC require for Reg14 will fit into our existing 2019-20 budget as per email on 29.5.19.  
Noted this it doesn't include any additional works for Reg 15.
- ii. **2020-21 Budget** – We need to supply Debbie the CNP budget for next financial year.
  1. Referendum is currently in for March 2020 and will more likely be June 2020.
  2. Recommend budget for DAC to represent us at a suspected NP hearing for Reg 16 at £500 per day for 5 days: **£2500** - TT to request quote for this in writing.
  3. Marketing budget to be allocated for 2020-21 budget: **£500**
  4. JS advised maps should be provided by BDC.
  5. TT suggested might be a cost implication if we do need to go back to Reg14, however hoping this won't be necessary.

## 8. Braintree District Council

- i. **Draft Plan**
  - JS advised inspector has requested to put draft plan on hold, monthly updates letters are on BDC website regarding progress, currently waiting for new SEA work to be completed. All new sites to be assessed by LUC. Essex has double the amount of homes than the next county in the UK.
  - Priorities are:
    - 1<sup>st</sup> Garden Communities
    - 2<sup>nd</sup> A12/120 corridor
    - 3<sup>rd</sup> Key Villages
    - Last Other Villages
- ii. **RAMS update**
  - Nothing to add

## 9. Other Planning Issues

- i. Bovis:  
At CPC meeting we were informed Highways are relooking at the scheme as don't think one route in/out will be enough for 300 homes. Anglian Water are also relooking at elements. The planner that works for Bovis would like to meet us. JS suggested to have some of the design work ready for that meeting, AS requested the relevant policies too.
- ii. Trine plans for Dutch Nursery: PJ raised S106 with Allan Massow today as allocation went to Braintree Rugby Club, Allan agreed to look into this.  
Noted with Colchester Road coming up, usually BDC contact the CPC when they are S106 money becomes available for comments, and we can suggest more aspirational and workable projects. CPC should start using the CNP to add weight to requests.
- iii. Martins Old Shop:  
New planning application for 3 business units on ground floor and 2 flats on first floor. AS suggested CNP should review application and provide comment for next CPC meeting – MJ to circulate planning application.
- iv. Update on A12 / A120 decisions: JS suggested that consultation on A12 route is due in next couple of months.
- v. Tey Road: Outline planning consent agreed for 9 units
- vi. EA Plans: Environment consultation held 22nd May many elements were unclear. CPC have responded to scoping report. Recommend that the CPC have an open meeting with the public to discuss the proposed quarry and all implications.
- vii. Updates on other planning decisions: No

## 10. AOB

- i. Meeting on Friday 7<sup>th</sup> June, 10.00am to 1.00pm, at RCCE House, Threshelfords Business Park, Inworth Road, Feering, C05 9SE  
Presentations/discussions with:
  - Janice Gooch, Architectural Historian & Building surveyor – who will be talking about heritage assets in Neighbourhood Planning and exploring how to balance preservation with modern living.
  - Nicky Joshua, Landscape Architect and the Neighbourhood Planning Champion for Essex – who will be looking at the use of urban design assessments and landscape assessments in Neighbourhood Planning and exploring examples of landscape policies in made plans.

## 11. Date and time of next meetings:

- i. 11<sup>th</sup> July 7.30pm at White Hart