

**Minutes from the Neighbourhood Plan Meeting Thursday 26<sup>th</sup> July 2018  
7.30pm at the White Hart**

**1. Welcome and apologies:**

Present:

Peter Kohn (PK)	Chairman/Facilities & Infrastructure/Education
Michael Bowes (MB)	Economy
Paul Javin (PJ)	Heritage and Environment
Steve Lavender (SL)	Housing
Ian Stock (IS)	COG
Tom Walsh (TW)	Housing
Jo Brindley (JB)	Publicity
Jan Stobart (JS)	RCCE
Meg Jones (MJ)	Secretarial Support

Apologies:

Anna Appleton (AA)	Website and Survey
Alex Stevenson (AS)	Heritage and Environment
Tracey Thomson (TT)	Budget and Finance
Michael Horne (MH)	Heritage and Environment
Jill Ward (JW)	Facilities & Infrastructure/Education
Petra Ward (PT)	Heritage and Environment

**2. Minutes of the last meeting – In progress**

**3. Matters arising**

(i) Parish Council Meetings

Meeting on 30th July 26, TW to present Alex's note

(ii) Joint Feering / Kelvedon Meeting

Kelvedon have produced their plan and questionnaire. AS has drafted our response due 14th September, PK to complete.

(iii) Incinerator

No news nothing expected before August.

(iv) Projects group

- Tapestry group is pondering the next step.
- Art centre is moving on, solicitors hopefully closing the deal. Accountant and electrician on board and more artists.

**4. Ann Skippers report: Revised Heritage / Views**

- The difference between buffers, green spaces and amenities, need clearer delineations and mapping (concluded maps have been imported as low res). Agreed to arrange a working party to focus in one hit.

- Noted we have 2 hours of Ann's time for questions and to clarify certain points, not to redraft. Main issue is allocation of 3 sites and site specific policies – suggested label as P1A and P1B.

- Conservation Area Appraisal – JB suggested it would help to have one - on BDC's website there are a list of most other villages except Coggeshall setting out what makes the designated area special. JB suggested you can commission someone to do it – the LA's used to pay for it. JS to obtain the Conservation Area map and liaise with JB.

- Policy framework states you can't harm the designated conservation areas – should feed into the workshop. Need to review DAC policies in light of conservation area, not to damage to heritage assets and traffic / over use of conservation area – could be useful to Monks Field. Need to bring all together in line with regulation 14. DAC last appraised rev 19.

- On heritage we do need a list of locally designated assets.

- Comments made to revised views.

- New MPPF is in place, there are a lot of changes but as long as you submit under Reg 15 by 24.1.19 you can conform with 2012 MPPF. New one is stronger on design and heritage. Main place where conformity will be dealt with are where the differences are. JS suggested ask Ann Skipper to look at. We make reference to the old MPPF in the matrices and evidence base.

Action point we need to check where we have done a matrix to cross reference with new.

- Photography - IS has asked David Evans and he is happy for us to use his photos. We give him a list and he chooses the best ones.

- Village Centre – PJ, JB, IS and AS to look at this.

- Timeline – reviewed below

- Allotments – do we add policies to build communities?

- Parking – JB couldn't find policy in our plan that says you can't convert a shop to a house without a parking space. And giving planning for development that will remove parking spaces. To be added back in.

## **5. Other draft plan issues**

- References to Parish Council – dealt with.

- Dropbox maintenance – TT has created an evidence box, and there is a lot of old documents, so need an archive file. From inspection point of view all groups to go in and check what is current and highlight what is to be removed into an archive folder. PJ to reissue responsibility list. We also need an index in order of the plan at the end.

- RAMS – Appendix 4 & 5. Waiting for December for draft SPD and then adopted by LA's in Feb/March 19 time. We will need a policy. JB to clarify timing with Reg 15/16.

(iv) Village Design Guide - This will be helped with what we are planning to do for the conservation area.

- SEA Assessment – A granted application has been made via locality on 24th July and if successful should be available from 1st Sept 18 must be spent by 31st March 19. Application includes SEA

screening, basic condition and consultation statements and Reg 14 support work, so we should have the money for this.

- Further DAC work – once clarified everything with Ann Skippers then get in touch.

- Budget - £155 spent so far this year for community festival stand. Noted £50 for tent hire and refund received from CPC.

- GDPR – Our list of 100 names of people that are interested in helping. The CPC would like us to contact these people with MailChimp to comply. Debbie and Anna have set up and added some email addresses, TT will add rest.

- Timeline – adding 3 months, MB to reissue. TT to check against budgets.

## **6. BDC Draft Plan**

- Suggested going for option 2 re Garden Communities Update with 2-3 years' work for all three GCs.

## **7. Website updating**

- AS/AA to have a look at the website.

- IS have produced a document from Facebook comments, views expressed and created an analysis – which we can include as evidence (saved in Dropbox).

## **8. Other planning issues**

- Trine plans for Dutch Nursery

No education contribution, there is health/playground contribution. On BDC website says its subject to suitable legal agreements, dated 23.7.18.

- Martins Old Shop – no news

- A12/A120 – Option D preferred which would mean construction starts 2023 and take 3 years

- Bovis – Highways asked for deferment on decision until 28th Sept 2018. Bovis have submitted a revision.

- Braintree's calculation and land supply – review due 30th July 18

- Old Cricketers Pub – adding garage

- Queens Head – no news

## **9. A.O.B.**

- None

## **10. Date of next meetings**

Workshop – wc 3rd September (liaise with AS for date)

Next Meeting – Wed 12th September 7.30pm (MJ to book)