

**Minutes from the Neighbourhood Plan Meeting
Thursday 25th October 2018 – 7.30pm**

1. Welcome and apologies:

Present:

Peter Kohn (PK)	Chairman/Facilities & Infrastructure/Education
Alex Stevenson (AS)	Heritage and Environment
Michael Horne (MH)	Heritage and Environment
Jo Brindley (JB)	Publicity and Survey
Michael Bowes (MB)	Economy
Paul Javin (PJ)	Heritage and Environment
Tracy Thomson (TT)	Administration and Finance
Ian Stock (IS)	Projects
Steve Lavender (SL)	Housing
Jan Stobart (JL)	RCCE
Jeff Collins (JC)	CAUSE
Tom Lightbody (TL)	Six Fifty Cycles and resident
Jessica Lightbody (JL)	Local cyclist and resident
Paul Avison (PA)	Colchester Cycling Campaign (CCC)
Fraser Burchill (FB)	Local resident
Carlyn Burchill (CB)	Local resident

Apologies:

Meg Jones (MJ)	Secretarial Support
Anna Appleton (AA)	Website and Survey
Tom Walsh (TW)	Housing
Michael Bowes (MB)	Economy

2. Minutes of the last meeting

- Corrections:
- Apologies from Megan and Tracy missing.
- SEA cannot be done before reg 14
- DN had 9B1 employment not 9 homes.
- AS to send to AA for correction and publication on the website.

3. Kelvedon to Coggeshall cycle pathway project

- PA from the Colchester Cycling Campaign is trying to improve the infrastructure for cycling in the Colchester area.
 - Background: Cycling in Essex 2016 ECC produce cycling strategy which was a reworking of earlier doc. Very little has happened to implement its contents. The document sets out targets and has put in place a cycling advocate, Ray Gooding. It arranged for the funding of a permanent of cycling advocate, Kris Radley, ex Sustrans. This strategy has initiated the production of local action plans for Colchester and Braintree. At the beginning of 2018 the gov initiated a walking and cycling investment strategy. There are therefore some cycling and walking infrastructure plans. ECC was granted funding to produce plans for this. The two plans focus on Braintree and Whitham, Coggeshall was not included. This is good in that if county are not proposing specific routes then we work out our own cycle routes. One problem in Colchester is there are opposing groups.

- PK asked if we could get support for the initial fact finding to support the Kel to Cogg cycling way.
- PA advised that support to put together ideas is difficult – There is a lot of work. The CCC will lend some support where they can.
- Key things to note:
 - i. Funding: Cycle tracks cost approx. 1-600k per km
 - ii. However there if an often an overall plan it put together money might be available.
 - iii. Section 106, Sill, Highways England due to A120 / A12 link are funding sources.
 - iv. Highways England are normally quite good in helping.
 - v. Sustrans has an interest and may be able to help.
- Progression from the NP – PA advises we need a small group to progress and the CCC is happy to help.
- PK suggested sending letter to agencies to see if there is interest.PK explained that the route is owned by many people and needs evaluating.
- PA Kris Radley should be able to provide some direction.
- AS said that for a cycling strategy to be incorporated into the plan routes on a map from the group would be very useful. The CNP do not have the knowledge and time is now short before reg 14.
- PK suggested connection with the Flich Way – to become part of a larger network.
- TL said he was happy to help to explore footpaths.
- CB advised the group that she used to cycle to Braintree via stock street.
- TL & PA happy to help. IS to ask for interest from the projects group and OK to organise a meeting late November.

4. Matters arising

- CNP report for the next PC planning committee noted and approved.
- Next joint meeting of the NP groups is the 26th Nov in Feering.
- Incinerator:
 - AS reported that the EA has advised that the applicant has applied to the EA for an operating permit based on a 35 high meter stack. This would suggest that the applicant now believes that it would not be possible to achieve planning permission for the incinerator with a 58m high stack which was due to go before the ECC planning committee. The applicant has also asked that the EA apply more stringent rules regarding emission. The action group PAIN is responding.
- Projects group:
 - IS reported that the Coggeshall Tapestry is now at Design Phase.
 - ArtSpace Coggeshall has been delayed due to contractual issues. The group is looking for the legal forms to provide security and guarantees. A 'stalemate' could continue for 10 years or more due to the relationship between the owner and tenant. This would leave the building in a poor state of repair for a long time in the village. The tenant is however minded to buy the building. The offer may be accepted if money can be raised, if so the project may still be viable. The group behind ArtSace is hoping to gain charity status.

Alternatives buildings have been looked at including Hollington's and Little L's, but the former is too big and requires work and the latter too small.

5. Draft Plan

- Potential inputs from the KNP draft. The group ran through policies of interest which could be included in the CNP. The following conclusions were reached:
 - PJ confirmed that some of the Kelvedon Housing policy are in the design statement and that Building for Life will be in the policy.
 - High Streets - to be imported into the design statement.
 - AS will try to incorporate habitat surveys into the CNP plan
 - The KNP walking policy – The CNP do not think this is a valid policy and therefore decided to retain the CNP's policy as an aspirations policy.
 - Shop fronts – to be imported into the design statement.
 - Comments and questionnaire page noted.
- Meeting with Alan Massow of BDC.
 - Notes of meeting with Alan Massow by PK have been agreed with AM.
 - Resulting plan updates:
 - AS has been working way though agreed amendments to environment and site allocation policy.
 - JB asked where the list of local listings should be in the plan. PK confirmed that it should be in the appendix.
 - SL asked for clarity on the detail required in the housing policy, pointing out that Kelvedon has greater detail about density, scale and massing etc. JS Advised that policies should refer to the design guide for detail.
 - SL asked if we should include references to the emerging local plan. PK said the advice from Alan was that we should have ref to the current plan and refer to the emerging plan. PK advised we should be clear which document we are referring to. Currently in the document we refer to the emerging plan which is fine.
 - SL asked about the electric car charging policy, should it stay in the housing policy? The decision was yes.
 - SL highlighted a policy in the KNP that says developers are required to discuss proposal with the Kelvedon PC before submitting a planning application. PJ advised that we do have a policy on engagement with the PC as suggested by Ann Skippers, however the developer would be 'encouraged' rather than 'required' to consult. The group preferred this wording.
- DAC Planning
 - MB proposed that DAC be asked to do the final editorial of the plan. There was group agreement.
 - DAC needs the plan mid-November – PJ to check availability with DAC.
- Tranquil Areas
 - AS advised that after reading the new NPPF 2018 she noted it would be possible to identify tranquil areas as part of a noise pollution policy. AS consulted the group and the public via social media for ideas and is preparing the policy and justification.
- Heritage.
 - JB has investigated the boundary line of the conservation area which has changed over time. The correct boundary has now been identified and agreed with BDC.

- Protected Lanes.
 - JC advised the group of the protected lanes in the parish and asked if they could include in the plan. AS said they could be identified in the Green Infrastructure map.
- Protected woodlands.
 - JC asked if new protected woodlands could be incorporated into the plan. AS advised that they could be how and where to slot them into the existing policy formatting would need to be worked out and that time would be short to include them before reg 14. JC advised that he could provide the necessary assessment for justification. PK proposed that to proceed quickly to reg 14 that JC comment on the plan and then they can be incorporated at a later date.
- Village design Guide.
 - Alan Massow confirmed that we could go to Reg 14 without the design guide. The group agreed to reactivate this task in January.

6. Timetable and plan delivery

• Timetable

- To go to reg 16 for 6 weeks in January.
- PJ advised the group that DAC needs the plan by the 19th of Nov for review and;
- The plan must be submitted to the PC on the 3rd of Dec prior to the full PC meeting on the 9th of Dec. and;
- MB will be back at the end of Oct to continue compiling the plan. MB proposed that final editorial rights be given to DAC. The group agreed.
- AS advised the group that she is hoping to present the natural environment policies to the PC open spaces committee.

• Dropbox maintenance

- TT advised that DB is overloaded. TT asked that the group remove old, unneeded documents. The group agreed to remove old docs. The Anne Skippers evidence folder should be retained. JB to set up a folder on google drive for any excess.

• Budget

- TT advised the group that she has rolled the budget forward and submitted a figure to the PC in advance of the next finance meeting. PK advised that we may need to include a small figure for another consultation exercise to promote reg 16 at the next community consultation day in June. The budget was approved.

7. BDC Draft Plan / Garden Communities update:

• Email from Councillor Bowers Flint sent via Emma Goodings updating the community on the status of part 1 &2 off the District Plan.

- The email was noted. AS has drafted a response to state the parishes displeasure that section 2 of the plan will not be inspected and approved to allow further consideration of section 1 followed by potential changes to section 2. This leaves the parish open to continued speculative development for the foreseeable future. The response will be reviewed at the next PC planning meeting

• Garden Communities

- JC advised that Land Use Consultants have been appointed to carry out a Sustainability Appraisal for Section 1 of the Local Plan. They are reassessing all potential development sites. LUC are due to complete their appraisal at the end of Dec 2018.

- Lightwood have approached BDC with a proposal for revised development for MW with different housing numbers and key tenants for the business park area including Bosh. The Monks Wood action group contacted Bosh who advised they had no particular association with Monks Wood and they did not intend to build a 'silicon valley' in north Essex. The MW action committed informed Emma Goodings.
- **Proposed TPO for the Oak on the Essex Way heading towards Curd Hall Farm**
 - AS has proposed that this tree be TPO'ed due to its age, landscape and community value. A proposal has been submitted to the PC for consideration.

8. Other planning issues.

- **Dutch Nursery:**
 - Trine are yet to sign a section 106.
- **Flooding Management.**
 - AS prepared a statement on behalf of the PC for submission to the EA in response to a question sent to every PC. This was not included in the full council agenda and so was not used. An answer 'resolve climate change', was proposed by the PC on how to solve flooding and accepted at the full meeting.
- **Martins shop**
 - Awaiting decision on the appeal and the latest planning application. The poor repair of the building was noted.
- **A12 / A120**
 - No news.
- **Colchester Road / Bovis site.**
 - "The application has now submitted a transport assessment this includes a PICADY model of the A120 junction unfortunately our check of this has discovered that the model does not validate well to the existing conditions and we are in negotiations with the developers consultants to address this issue. We recommend that this application is deferred until 30 November 2018"
 - JS advised that she believes BDC cannot determine the application until RAMS is concluded.
- **Tey Road planning application for 9 bungalows.**
 - AS has reviewed the application and prepared a planning comment which has been reviewed by the CNP group and will be reviewed by the PC planning committee for submission by the PC.
- **Vineyard planning application for 1 residential house and 3 B&Bs**
 - No objections to this proposal where raised by the group. It supports the CNP's economy policy and does not compromise the green coalescence buffer policy.

9. ANOB

- JS informed the group about a Christmas Coffee morning at Barnsiton village Hall, Great Dunmow. David Coleman of DAC will be attending.

10. Next Meeting

- 7.30pm 29th of November, White Hart