

**Minutes from the Neighbourhood Plan Meeting
Thursday 24th January 2019 - 7.30pm at the White Hart**

1. Welcome and apologies:

Present:

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|---------------------|--|
| Peter Kohn (PK) | Chairman/Facilities & Infrastructure/Education |
| Michael Bowes (MB) | Economy |
| Paul Javin (PJ) | Heritage and Environment |
| Alex Stevenson (AS) | Heritage and Environment |
| Michael Horne (MH) | Heritage and Environment |
| Steve Lavender (SL) | Housing |
| Jo Brindley (JB) | Publicity |
| Meg Jones (MJ) | Secretarial Support |

Apologies:

| | |
|---------------------|---------------------------------------|
| Tracey Thomson (TT) | Budget and Finance |
| Tom Walsh (TW) | Housing |
| Ian Stock (IS) | COG |
| Jan Stobart (JS) | RCCE |
| Anna Appleton (AA) | Website and Survey |
| Jill Ward (JW) | Facilities & Infrastructure/Education |
| Petra Ward (PT) | Heritage and Environment |

2. Minutes of the last meeting – No comments

3. Matters arising:

(i) Parish Council Meetings

- i. Planning meeting next week 28th Jan – two items on agenda to discuss.
- ii. PK drafted letter to BDC re Bovis application, JB will send her comments adding MPPF onto CDC.
- iii. ECC and BDC will get a copy of the plan via Debbie.

(ii) Joint Feering / Kelvedon Meeting

- i. Will share a copy of our Reg 14.

(iii) Incinerator

- i. Consultation today in Village Hall. They have a new operator who has agreed to build just the incinerator. They have reapplied for permit for 35m stack. There is now to be no power to be generated by the incinerator.
- ii. CNP could write another response in on back of pollution policies – or arrange a meeting and approach key stakeholders. AS to consult Tony Collins PAIN planner and confirm best route, perhaps wait for ECC response to the plan.

(iv) Kelvedon to Coggeshall Cycle pathway project

- i. PK to progress in March 2019.

4. Plan for regulation content

- i. Neighbourhood Plan for Reg 14.
 1. Copies available from Debbie
- ii. Village Design Guide
 1. Start in February 19. PJ to contact Landscape Partnership. Suggested agreed a series of 4 meetings, as needs to be completed before Reg 15.

5. Timetable and Reg 14 arrangements

- i. Consultation period - Monday 28th Jan to Monday 11th March.
 1. SEA (Strategic Environmental Assessment) package can't be started until screening exercise complete, almost certainly show need for HRA package due to RAMs. ACCOM

- offering 18-56 weeks to complete the SEA. We can't go to Reg 15-16 until that is in place.
2. We need an SEA of our allotted sites and need to do this through ACOM. But no reason not to go forward with Reg 14? PJ emailed Jan and Alan for details of what that means for CNP.
- ii. Drop in 9th February 19: 10am – 2pm
 1. Everyone happy to attend, arrive 9am to set up
 2. 10.30am will be special presentation around Bovis site
 3. JB arranging boards – needs everyone to look at boards and comment
 4. JS - can we borrow presentation/pin boards?
 - iii. Posters
 1. JB suggests a poster for
 - a. The questionnaires
 - b. For putting in windows that have the boxes
 2. Need to print out the posters at A3
 3. Need boxes for the questionnaires
 - iv. Delivery of Questionnaires
 1. MH and SL to help with bundles tomorrow, AS confirm allocation for distribution of questionnaires
 - v. Open Letter to Colchester Road residents
 1. Letter has been passed and CDC printing copies for delivery to roads around the site. MB to check if they have been printed.
 - vi. Survey Monkey
 1. AA to arrange
 - vii. Pick up and analysis
 1. Arrange collection twice a month – PK and JB to arrange collections
 2. JB advised to classify comments and tick off. MJ to quote for data input of questionnaire comments

6. Proposed Budget for 2019

- i. TT and PJ have altered timeline, and added in amount for housing strategy of £1600 and need to instruct prior to 31.3.19 - PK agreed to moved forward on this.

7. LUC Criteria and Draft Response

- i. Criteria Document and Draft Response – PK and AS preparing response for planning committee with additional helpful criteria.

8. Braintree District Council – already covered points in above

9. Other Planning Issues

- i. Bovis
- ii. Trine plans for Dutch Nursery
- iii. Martins Old Shop
- iv. Update on A12 / A120 decisions – looking at gravel extraction/sand pit with possible benefit to assist alleviating flooding. Nothing to action at the moment.
- v. Tey Road
- vi. EA Meeting 24.1.19
- vii. Any updates

10. AOB

- i. Note regarding planning design guides issued with agenda that might be useful
- ii. Neighbourhood Plan newsletter is worth a look: [newsletterhttps://neighbourhoodplanning.org/](https://neighbourhoodplanning.org/)
- iii. AS hoping to meet with the President of Landscape Institute to see if she can write some articles for the magazine

11. Date and time of next meeting:

- i. 21st February 7.30pm at White Hart