

Minutes from the Neighbourhood Plan Meeting
Thursday 21st March 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 |
| Steve Lavender (SL) | Housing |
| Alex Stevenson (AS) | Heritage and Environment |
| Ian Stock (IS) | COG |
| Jo Brindley (JB) | Publicity |
| Meg Jones (MJ) | Secretarial Support |

Apologies:

| | |
|---------------------|---------------------------------------|
| Tom Walsh (TW) | Housing |
| Michael Horne (MH) | Heritage and Environment |
| Jan Stobart (JS) | RCCE |
| Tracey Thomson (TT) | Budget and Finance |
| 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 amendments.

3. Matters arising:

i. Planning council meetings:

AA attended the meeting on 11th March.

Planning meeting on Monday 25th March, AS attending.

ii. Meeting of joint NP groups:

Monday 25 February in Feering Community Centre 8pm – SL attended, discussions comparing the questionnaires between Coggeshall and Kelvedon.

iii. Incinerator:

AS pulling together revised reported for when it goes to committee (April time). They are currently running the two applications in parallel. Concerns that they have misrepresented the facts and used council logos imply endorsement.

iv. Kelvedon to Coggeshall Cycle pathway project:

PK to arrange first meeting in April.

v. Projects Group:

IS updated, awaiting news from Post Office/Art Space, tapestry is at the design stage. Library is ongoing.

vi. LUC meeting 29/3:

AS/PK compiled response. JB is attending on CNP's behalf.

4. SEA Screening

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

- PJ has made two applications for additional technical support for both undertaken by AECOM. - AECOM has agreed to do the screening – they will apply on Monday and takes circa 2 weeks.

- If we are screened in, then we go into the SEA/HRA process which will take up to 16 weeks.

- PJ advised once this is completed then we have to back to Regulation 14 for consultation on the screening documents.
- The application for the screening is for the 4 allocated sites. Out of Reg 14, Hollington's and Queens Head came forward as possible additional sites for the allocations.
- PK suggested we should go back to BDC for advice on if we need to consult again and we need more funding to do so.
- SL asked that if we have consulted on NP as is, if we don't make any changes to the plan can consult on the supplementary screening information? And if it is supplemental information can it be done electronically rather than door to door leaflets.
- PJ advised that the risk is that the whole thing will be thrown out by the inspector if we wait until Reg 15.
- PJ to talk to David DAC tomorrow for advice. PK suggested arranging a meeting or call with Allan Massow BDW with PJ to get clarity to find out if we can avoid going out fully on Reg 14 or can we just consult on the Screening results.

5. Progress of Regulation 14

- i. Questionnaires:
300 + paper copies received and 100 electronic entries received.
- ii. Drop-in 9.2.19:
AS advised we should provide evidence of the drop in with number count (approx. 115 people attended) – PK to action.
- iii. Honywood engagement:
Nothing from Mr Rawlings, will contact again in the new term.
- iv. Responses by Questionnaire / Web Analysis:
AA has produced a spreadsheet with online responses, IS to go through and add the paper comments. IS asked whether he categorise the issues raised with strongly in favour to strongly against comments.
Stakeholder/Public Body responses need a slightly different system and separating out.
IS advised 16 hours of time has been approved.
Regarding deadline, IS aiming for 2-3 weeks, PK advised before the next meeting would be good a week prior to review.
- v. Statutory bodies responses (BDC):
PK thought it was helpful. A lot of technical issues that need to be dealt with. AS drafted policy table with actions to help gather all the points together from Gladman and Pidgeon and drawing together all into one document.. PK advised response should be brief and ask Debbie to write a response. AS advised Environment Agency response was helpful saying we can't develop any sites in Coggeshall and have them occupied until it's been upgraded. PK advised that we do need to respond to Allen with all the issues. PJ queried whether the civil scheme should be removed?
- vi. Queens Head and Hollington's:
We don't have a proposal map for these sites but can fall under brownfield policy and encourage development on brownfield sites.
- vii. Housing Numbers and Housing Needs Assessment:
Housing Strategy is necessary as evidence for Reg 15. SL updated the RH6 at the end of December and sent to David.

6. Village Design Guide

- i. PJ/PK advised positive meeting, PK to supply one pager tomorrow, then PJ to push for feedback. PJ circulated notes, no comments.

7. Budget

- i. PJ advised locality grant still have £5500 approximately remaining. Need to provide an end of term grant report next week. We can hold onto budget, we have already allocated already for Reg 14 help.
- ii. Housing Strategy budget not yet gone for approval, so PJ will process.
- iii. Received two locality grants of circa £13k already, only have £2k left in grant money as capped at £15k. We need to decide what budget we allocate for remaining works as CPC want an idea of what we are going to spend. PK advised allocating sum for further consultation following SEA screening results, but we need to supply a quote from DAC.
- iv. PJ advised we still have referendum costs etc left in the budget.

8. Braintree District Council

- i. No update

9. Other Planning Issues

- i. Bovis:
PK suggested we should approach Bovis through the CPC to advise we are developing our Design Guide and could we discuss. IS pulling together images of modern vernacular and will circulate. Also AS suggested that want some good photographs from local photographers of detail shots to take forward traditional detailing and materials in a modern way.
- ii. Trine plans for Dutch Nursery: No news
- iii. Martins Old Shop:
Debbie was chasing BDC but no news. AS said that there is a new planning application in for the same application.
- iv. Rayne Croft Farm: Planning application says no change of status. BDC visited in 2018 and said that it didn't need consent. Keeps local business going and screened from the road JB asked do we need to categorise as an industrial area? AS to comment on and press for the hedge to be retained.
- v. Update on A12 / A120 decisions: No news
- vi. Tey Road: No news
- vii. EA Meeting 24.1.19: No news

10. AOB

- i. Debbie sent through details re Smitten on Church Street, planning in for an extension.

11. Date and time of next meetings:

- i. 25th April 7.30pm at White Hart
- ii. 30th May 7.30pm at White Hart