

**MINUTES of the MEETING of FEERING PARISH COUNCIL  
NEIGHBOURHOOD PLAN COMMITTEE held on  
MONDAY 8 JUNE 2015  
@ 8.0 pm in the Parish Office**

**COUNCILLORS PRESENT:**

**Mrs L Blackburn** (Chairman)  
**Mr P Lees** (Finance Officer)  
**Mrs K Evans**  
**Mrs M Lakin**

**ALSO ATTENDING – COMMITTEE MEMBERS:**

**Mrs A Diggins** (Secretary)  
**Mr N Henry**  
**Mr J Inglis**  
**Mr M Leslie**  
**Mrs G Oldroyd**  
**Mr I Standingford**  
**Mr P Tuckfield**  
**Mrs S Tuckfield**  
**Mrs J Cole** (RCCE) (part)

**01/2015 WELCOME AND APOLOGIES**

**Cllr Blackburn** welcomed everyone to the meeting.  
Apologies were received from **Mrs Cole** who had advised that she would be late.

**02/2015 DECLARATIONS OF INTEREST**

None

**03/2015 AGREEMENT OF MINUTES OF PREVIOUS MEETING**

The Minutes of the Meeting 18 May 2015 were **AGREED**, proposed **Cllr Lees** and seconded **Mr Leslie**.

**04/2015 MATTERS ARISING FROM PREVIOUS MINUTES**

None present.

**05/2015 BUDGET**

**Cllr Lees** reported that there was a balance of £1500. **Mr Inglis** had incurred some expenses in relation to posters and leaflets, **Cllr Lees** asked that he provide invoices - any expenditure needed to be backed up by invoices to allow payment.

**ACTION: Mr Inglis**

**Cllr Lees** would speak to the **Clerk** regarding confirming values of any invoices which might be received for the Neighbourhood Plan Committee.

**ACTION: Cllr Lees**

**06/2015**

## **TIME PLAN**

The work on Braintree District Council's strategic direction had been delayed and was now unlikely to be confirmed until January 2016, they would however be in contact with Parish Councils before then.

**07/2015**

## **EVIDENCE GATHERING**

A request would be put in to Essex County Council and Braintree District Council for any data relevant to Feering.

**ACTION: Cllr Blackburn**

### Railways

Mr Leslie would forward members copies of the Network Rail Route Studies.

**ACTION: Mr Leslie**

### Demographic Survey

**Cllr Blackburn** would forward the form requesting the survey to Cllr Lees to complete and forward on to Mrs Cole.

**ACTION: Cllr Blackburn**

**08/2015**

## **PUBLICITY & COMMUNICATION**

### Website

**Cllr Lees** advised that the domain [feeringneighbourhoodplan.com](http://feeringneighbourhoodplan.com) was available. It was **AGREED** that **Cllr Lees** could spend up to £25 setting this up, proposed **Mr Leslie** and seconded **Cllr Lakin**.

### Facebook and Twitter

Joanna Brown, the Editor of Feering Parish Magazine, had indicated that she would be willing to assist with Facebook and Twitter, **Mrs Diggins** would invite her to the next meeting. **Cllr. Blackburn** would also approach Louise Irons.

**ACTION: Mrs Diggins and Cllr. Blackburn**

**09/2015**

## **TRAINING AND SUPPORT**

The Planning Aid website could be a useful source of information - <http://www.rtpi.org.uk/planning-aid/neighbourhood-planning>.

**Cllr Blackburn** would investigate any other training opportunities.

**ACTION: Cllr Blackburn**

### Support from Essex County Council

**ACTION: Mrs Cole to forward Essex County Council's guide**

**10/2015**

## **ANY OTHER BUSINESS**

### Sustainability Appraisal

**Mrs Cole** would forward a link to the guidance on RCCE's website.

**ACTION: Mrs Cole**

RCCE Networking Workshop

Mrs Cole advised that the Networking Session looked likely to take place on the morning of Saturday 15 August at Threshelfords, invitations would be sent out to all Neighbourhood Plan Groups.

**11/2015 TO AGREE DATE OF NEXT MEETING**

It was **AGREED** that the next meeting would take place on **Monday 20 July at 8.0 pm** in The Parish Office.

**The meeting closed at 9.30 pm**

**DATE OF NEXT NEIGHBOURHOOD PLAN COMMITTEE MEETING**

**Monday 20 July 2015 @ 8.0 pm**

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Minutes confirmed as a true record of the meeting.

Signed -----

Dated -----