

**MINUTES of the MEETING of FEERING PARISH COUNCIL
NEIGHBOURHOOD PLAN COMMITTEE held on
MONDAY 20 JULY 2015
@ 8.0 pm in the Parish Office**

COUNCILLORS PRESENT

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

**COMMITTEE MEMBERS ALSO
ATTENDING**

**Mr P Tuckfield
Mrs S Tuckfield
Mrs J Brown
Mrs J Cole (RCCE)**

Mrs A Diggins (Secretary)

ALSO ATTENDING

Members of the public: None

- 12/2015 WELCOME AND APOLOGIES**
Cllr Blackburn welcomed everyone to the meeting. Apologies were received from **Mr M Leslie, Mr I Standingford, and Mrs G Oldroyd**. Apologies were also received from **Mrs J Cole** who had advised she would be late.
- 13/2015 DECLARATIONS OF INTEREST**
None
- 14/2015 AGREEMENT OF MINUTES OF PREVIOUS MEETING**
The Minutes of the Meeting 8 June were **AGREED**, proposed **Cllr Lakin**, seconded **Cllr Evans**, and signed by the **Chairman** as a true record.
- 15/2015 MATTERS ARISING FROM THE PREVIOUS MEETING**
Any matters arising would be covered in the Agenda.
- 16/2015 BUDGET**
Cllr Lees reported that to his knowledge there had been no further costs since the meeting in June. **Cllr Inglis** advised that he had received payment from the Parish Clerk for his expenses relating to the May Fair and had provided her with the invoices to cover. **Cllr Lees** would liaise with the Parish Clerk to ensure he was aware of all the costs.

Cllr Lees advised that he would also need to look at funding streams and would raise

with **Ms Cole** outside the meeting.

17/2015

TIME PLAN

The Time Plan needed to be updated given the shift in key milestones.

18/2015

EVIDENCE GATHERING

The Committee needed to look at the evidence it already had and identify any thin areas.

The Chairman asked Committee members to look through the Feering Community Profile for any matters to bring up at the next meeting.

Action: Committee

It was reported that Amec had recently been carrying out surveys on all Crown Estates land around Kelvedon and Feering.

Traffic surveys had been recently undertaken by Essex County Council – the data from these could be requested from the Council.

It was believed that Braintree District Council should have a list of brownfield sites in Feering. **The Chairman** would contact Juliette Kirkaldy at BDC to obtain.

Action: Cllr Blackburn

19/2015

PUBLICITY AND COMMUNICATION

Cllr Lees reported that the domain for the website would be live by 24 July, work could then begin on the pages for the website and **Cllr Inglis, Cllr Lees** and **Mrs Brown** would be meet to work on this and look at Facebook and Twitter. **Cllr Lees** advised that currently he was the only one with access to update the website. **Mrs Brown** advised that her husband could assist with the website if required.

Action: Cllr Inglis, Cllr Lees, Mrs Brown

Cllr Inglis would write some text for the parish magazine and forward to Mrs Brown by 22 July.

Action: Cllr Inglis

20/2015

TRAINING AND SUPPORT

A networking workshop had been arranged by the RCCE for 15 August, **Cllrs Blackburn and Lees** would be attending.

A policy writing training session in October or November was being organised by the RCCE.

21/2015

ANY OTHER BUSINESS

Cllr Inglis had received an email from Mark McFadden from the Kelvedon Neighbourhood Plan who had suggested sharing a 'Dropbox'. Members felt that cooperation on some aspects was merited, information on transport, education and health could be shared, but Feering should produce its own Plan.

Ms Cole stated that the Neighbourhood Plan needed to have some sort of statement or policy re character of the village.

Ms Cole advised that the Neighbourhood Plan Committee could not challenge housing numbers allocated to the village by Braintree District Council, however residents could challenge as a lobbying or opposition group.

Costs would need to be built into the budget for an independent review of evidence bases before the Neighbourhood Plan was submitted. **Cllr Lakin** advised that Joanne Ellingham might be prepared to assist.

22/2015

DATE OF NEXT MEETING

It was **agreed** that the next meeting would take place on **Monday 14 September 2015 at 8.0 pm** in The Parish Office.

The meeting closed at 9.30 pm

DATE OF NEXT PLANNING MEETING

Monday 14 September 2015 @ 8.0 pm

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Minutes confirmed as a true record of the meeting.

Signed -----

Dated -----