

**MINUTES of the MEETING of FEERING PARISH COUNCIL NEIGHBOURHOOD PLAN
COMMITTEE held on
MONDAY 19 OCTOBER 2015
@ 8.0 pm in the Parish Office**

COUNCILLORS PRESENT

Ms L Blackburn (Chairman)
Mr P Lees (Finance Officer)
Mrs M Lakin
Mr M Bonner

**COMMITTEE MEMBERS ALSO
ATTENDING**

Mr P Tuckfield
Mr M Leslie
Mr I Standingford
Mrs G Oldroyd
Mrs A Diggins (Secretary)

ALSO ATTENDING

Members of the public:

Mr C Leftwich
Mr T Medniuk
Mrs M Medniuk

33/2015 WELCOME AND APOLOGIES
Cllr **Blackburn** welcomed everyone to the meeting. Apologies were received from Cllr **Inglis**, Cllr **Evans**, Mrs **Tuckfield** and Mrs **Stobart**.

34/2015 DECLARATIONS OF INTEREST
None

35/2015 AGREEMENT OF MINUTES OF PREVIOUS MEETING
The Minutes of the Meeting of 14 September were **AGREED**, proposed Cllr **Lees**, seconded Cllr **Lakin**, and signed by the **Chairman** as a true record.

36/2015 MATTERS ARISING FROM THE PREVIOUS MEETING
Cllr **Blackburn** reported that she had not yet obtained the information from the utility companies and estate agents.
Action: Cllr Blackburn

Cllr **Lees** reported that he had spoken to **Mrs Stobart**; there were a number of funding streams, however it was necessary to provide detailed information when applying as to what the funds would be used for.

Cllr **Lees** advised that he had spoken to Braintree District Council regarding the surveys which had taken place and had been assured that the surveys were only fact finding, they were not an indication that any of the areas surveyed would be built on.

Brownfield sites – it had been confirmed that Drummonds would be closing, however no formal application for development had gone in for planning.

37/2015 BUDGET

Cllr Lees reported that there had been no spend against the budget since he reported at the last meeting.

38/2015 TIME PLAN

It was believed that Braintree District Council's draft consultation plan would not be ready until the Spring of 2016 and it was therefore assumed that Feering Parish Council would not have any information until after Christmas. The Committee would continue along the current Time Plan in the meantime.

Mr Medniuk enquired as to whether the Vision had been drafted, as per the Time Plan. **Cllr Blackburn** advised that elements of the Vision had been pulled together at the workshop earlier in the year, however there was currently nothing in writing.

39/2015 EVIDENCE GATHERING

A character assessment workshop had taken place on Sunday 11 October and volunteers for a working group were now needed to move the process along. **Mr Standingford**, **Mrs Oldryod** and **Cllr Bonner** advised that they would be happy to be involved in a working group however they did not want to lead. **Cllr Blackburn** advised that **Mrs Stobart** needed the completed character assessment of Feering by the end of December 2015 – **Mrs Stobart** would assist a working group in her official capacity.

Mr Medniuk would take the notes from the workshop and work on a character assessment for each area covered at the workshop, he would aim to complete a draft for review by the next meeting. Two areas of the village still needed to be assessed.

A housing needs survey needed to be undertaken in order to understand what type of housing would be required in the village over the next twenty years, **Cllr Blackburn** would email round a copy of "PAS – Housing Needs Assessment for Neighbourhood Plans" for information.

Action: Cllr. Blackburn

40/2015 PUBLICITY AND COMMUNICATION

Cllr Blackburn reported that **Cllr Inglis** was working with **Mrs Brown** on the website and would keep the Committee informed as to progress.

41/2015 TRAINING AND SUPPORT

The next RCCE networking event would be taking place on 14 November, **Cllr Blackburn** and **Cllr Lees** would be attending.

Cllr Blackburn advised that **Mrs Stobart** was also discussing training on sustainability appraisals.

42/2015

MATTERS TO BE RAISED BY MEMBERS FOR THE NEXT AGENDA

Cllr Lees said that it was felt that it would be beneficial for the Committee to look at other neighbourhood plans. **Cllr Blackburn** advised that many of the plans were far behind, however Hatfield Peverel’s was nearly completed.

Cllr Lakin reported that Tiptree Parish Council had arranged regular consultation meetings – the dates were advertised in the Tribune.

43/2015

DATE OF NEXT MEETING

It was **agreed** that the next meeting would take place on **Monday 16 November 2015 at 8.0 pm** in The Parish Office.

The meeting closed at 9.30 pm

DATE OF NEXT NEIGHBOURHOOD PLAN COMMITTEE MEETING

Monday 16 November 2015 @ 8.0 pm

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Minutes confirmed as a true record of the meeting.

Signed -----

Dated -----