

**MINUTES of the MEETING of FEERING PARISH COUNCIL NEIGHBOURHOOD PLAN
COMMITTEE held on
MONDAY 16 NOVEMBER 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
Mr J Inglis

**COMMITTEE MEMBERS ALSO
ATTENDING**

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

ALSO ATTENDING

Members of the public:

Mr T Medniuk

- 44/2015 WELCOME AND APOLOGIES**
Cllr Blackburn welcomed everyone to the meeting. Apologies were received from **Cllr Evans** and **Mrs Stobart**.
- 45/2015 DECLARATIONS OF INTEREST**
None
- 46/2015 AGREEMENT OF MINUTES OF PREVIOUS MEETING**
The Minutes of the Meeting of 19 October were **AGREED**, proposed **Mr Leslie**, seconded **Cllr Lakin**, and signed by the **Chairman** as a true record.
- 47/2015 MATTERS ARISING FROM THE PREVIOUS MEETING**
Cllr Blackburn advised that she had a copy of Crown Estates' draft master plan. **Cllr Blackburn** also had a copy of a letter that the Rt. Hon. Priti Patel had written to Crown Estates – the letter and the draft masterplan were handed round the meeting for members' information. Crown Estates would be holding a public consultation on the 20th and 21st November - they were currently proposing 180 houses for the site. It was agreed that a letter should be sent to Crown Estates (copied to Priti Patel and Braintree District Council) following the consultation and this would be discussed at the next meeting.

48/2015

BUDGET

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

49/2015

TIME PLAN

Cllr Lakin would contact Juliet Kirkaldy from Braintree District Council and ask her to come and talk to the Committee - clarification was needed from Braintree District Council particularly in reference to Crown Estates.

Action: Cllr Lakin

A draft Vision Statement had been produced by **Cllr Blackburn** and **Cllr Lees** and this had already been reviewed by **Mrs Stobart**. Some discussion by the Committee regarding the wording of the Vision Statement took place and amendments were **AGREED** proposed **Mr Leslie**, seconded **Mr Standingford**, abstained **Mr Henry**. **Cllr Lees** would amend and issue.

Action: Cllr Lees

50/2015

EVIDENCE GATHERING

The draft character assessment was ongoing with **Mr Mednuik**.

Action: Mr Mednuik

RCCE had been asked to provide a quotation for a housing needs survey - the cost was expected to be around £1000 but RCCE would provide an exact figure. It was **AGREED** that if the cost was under £1000 **Cllr Lees** could go ahead and commission the survey, proposed **Mrs Oldroyd**, seconded **Cllr Lakin**.

Action: Cllr Lees

Workshops – further discussion to take place at the next meeting.

Sustainability survey - Mrs Stobart had advised that it would be better for the Committee to undertake an Equality Impact Assessment which took in sustainability – further discussion to take place.

51/2015

PUBLICITY AND COMMUNICATION

Members were asked to consider whether they knew anyone who would be able to **assist Cllr Inglis** with the website and Facebook.

Networking with Kelvedon and Tiptree – **Cllr Lees** had attended the Tiptree Open Day and found it useful, **Cllr Inglis** would contact Kelvedon Neighbourhood Plan Committee and ask if it would be possible for someone from the Feering Neighbourhood Plan Committee to attend one of their meetings. **Mrs Oldroyd** advised that she would be happy to attend.

Action: Cllr Inglis

52/2015

TRAINING AND SUPPORT

The next RCCE networking event would be taking place in January.

53/2015

MATTERS TO BE RAISED BY MEMBERS FOR THE NEXT AGENDA

The utility companies and local estate agents needed to be contacted with reference to further development and existing infrastructure. A letter would be drafted at the next meeting **Cllr Blackburn** would ask **Mrs Stobart** for the relevant contact details.

Action: Cllr Blackburn

Survey of small businesses or charities in the local area – **Cllr Blackburn** would obtain relevant contact details.

Action: Cllr Blackburn

54/2015

DATE OF NEXT MEETING

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

The meeting closed at 9.40 pm

DATE OF NEXT NEIGHBOURHOOD PLAN COMMITTEE MEETING

Monday 14 December 2015 @ 8.0 pm

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Minutes confirmed as a true record of the meeting.

Signed -----

Dated -----