

**MINUTES of the MEETING of FEERING PARISH COUNCIL  
NEIGHBOURHOOD PLAN COMMITTEE held on  
MONDAY 18 July 2016@ 8.0 pm in the Parish Office**

**COUNCILLORS PRESENT**

**Ms L Blackburn (Chairman)  
Mr J Inglis  
Mrs M Lakin**

**COMMITTEE MEMBERS ALSO  
ATTENDING**

**Mr K Heron  
Mr I Standingford  
Mr M Leslie  
Mrs J Stobart  
Mrs A Diggins (Secretary)**

**76/2016 WELCOME AND APOLOGIES**

**Cllr Blackburn** welcomed everyone to the meeting.

Apologies were received from **Cllr Bonner, Cllr Evans, Cllr Lees, Mr Tuckfield** and **Mrs Tuckfield**.

**77/2016 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**78/2016 AGREEMENT OF MINUTES OF PREVIOUS MEETING**

The Minutes of the Meeting of 13 June were **AGREED**, proposed **Mr Standingford**, seconded **Cllr Lakin** and signed by the **Chairman** as a true record.

**79/2016 MATTERS ARISING FROM THE PREVIOUS MEETING**

Any matters arising would be covered in the Agenda.

**80/2015 QUESTIONS FROM THE PUBLIC**

There were no members of the public present

**81/2016 BUDGET**

**Mrs Stobart** reported that **Cllr Lees** had submitted the expression of interest which generated the link to the funding, however she was not aware of a funding application having been submitted. Mrs Stobart advised that the link would only be valid for thirty days.

**Cllr Lakin** advised that Feering Parish Council had precepted for the housing needs survey.

Three planning consultants had been approached, one had declined to quote but two fee proposals had been received by the Parish Council.

**Cllr Blackburn** would raise the issue of applying for funding for the planning consultants fees at the Feering Parish Council meeting on 19 July and ask for agreement on the appointment of one of the consultants.

**Action: Cllr Blackburn**

**82/2016 TIME PLAN / PROJECT PLAN**

The Time Plan had been revised in line with Braintree District Council's timetable for production of their Local Plan.

**83/2016 EVIDENCE GATHERING**

Rail travel – more information regarding availability and regularity of trains during peak times was required, **Mr Leslie** would progress.

**Action: Mr Leslie**

**84/2016 PUBLICITY AND COMMUNICATION**

**Cllr Blackburn** had attended Feeringbury Medieval Fete representing the Neighbourhood Plan Committee and advised that some interest in the Plan had been shown by local residents. Cllr Blackburn stressed that it was important that the Feering Neighbourhood Plan Committee attended as many events in the area as possible to raise awareness.

**Cllr Blackburn** advised that she and **Mrs Stobart** intended to be at the Community Centre on Monday 25<sup>th</sup> for the Braintree District Council public consultation event. The intention was to have a map displayed and obtain residents' opinions on where key facilities should be sited. **Cllr Blackburn** asked that where possible other Committee members also attend for a period during the event to talk to residents.

**85/2016 FOCUS / WORKING GROUPS**

No discussions took place.

**86/2016 TO AGREE DRAFT HEADINGS & SKELETON OF NEIGHBOURHOOD PLAN**

A meeting to work on the draft headings would take place in September.

**87/2016 QUESTIONNAIRE**

A SWOT analysis would be undertaken by the Committee – this would be used to inform the content of the questionnaire.

**88/2016 CAR SURVEY**

Information had been obtained on parking at Kelvedon Station, however data was still needed regarding volumes of traffic exiting some of the residential roads within Feering.

**89/2016 INVITATION TO CROWN ESTATES TO MEET WITH NEIGHBOURHOOD PLAN COMMITTEE**

Feering Parish Council had agreed that an informal meeting could be arranged with Crown Estates. **Cllr Blackburn** would bring this up at the Parish Council meeting on 19 July and ask that the meeting with Crown Estates be arranged for early September. The intention of the meeting would be to find out how Crown Estates were intending to engage with the Neighbourhood Plan process and with community engagement.

**90/2016 TRAINING AND SUPPORT**

**Mrs Stobart** advised that provisional dates for the next RCCE event were Wednesday 17 August or Saturday 17 September.

**91/2016 MATTERS TO BE RAISED BY MEMBERS FOR THE NEXT AGENDA**

No matters to be added to Agenda.

**92/2016**

**DATE OF NEXT MEETING**

It was **agreed** that the workshop on the headings and skeleton of the Neighbourhood Plan would take place on Tuesday 6 September at 8.0 pm.

It was **agreed** that the next Committee meeting would take place on Monday 12 September at 8.0 pm in The Parish Office.

**The meeting closed at 10.00 pm**

**DATE OF NEXT NEIGHBOURHOOD PLAN COMMITTEE MEETING**

**Monday 12 September 2016 @ 8.0 pm**

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Minutes confirmed as a true record of the meeting.

Signed -----

Dated -----