

**MINUTES of the MEETING of FEERING PARISH COUNCIL
NEIGHBOURHOOD PLAN COMMITTEE held on
MONDAY 21 MAY 2018@ 7.30 pm in the Acorn Room,
Feering Community Centre**

COUNCILLORS PRESENT

Mr P Lees (Finance Officer)

COMMITTEE MEMBERS ATTENDING

Mrs C Dobson (Acting Chair)

Mrs L Atkinson

Mr M Leslie

Mrs A Diggins (Secretary)

ALSO ATTENDING

Mrs M Eddolls

027/2018 WELCOME AND APOLOGIES

Mrs Dobson welcomed **Mrs Edolls** to the Feering Neighbourhood Plan Committee meeting.

There were apologies from:

Clr Blackburn, Clr Evans, Mrs Lakin, Mrs Rees and Mrs Stobart

028/2018 DECLARATIONS OF INTEREST

There were no declarations of interest.

029/2018 AGREEMENT OF MINUTES OF PREVIOUS MEETING

The Minutes of the Meeting of 9 April 2018 were **AGREED**, proposed **Clr Lees**, seconded **Mrs Atkinson** and signed by the **Chairman**.

030/2018 QUESTIONS FROM THE PUBLIC

There were no questions raised by members of the public.

031/2018 BUDGET

Cllr Lees reported that he had contacted My Locality advising them that he wished to apply for the additional funding, however the criteria had changed and My Locality were awaiting guidance before making a decision as to whether the Feering Neighbourhood Plan Committee was eligible to apply.

Cllr Lees advised that if the grant was awarded it would need to be spent within six months.

Advice was needed as to whether it would be preferable to wait for Braintree District Council's Local Plan to be approved and adopted before continuing to draft the Neighbourhood Plan, **Mrs Dobson** would contact Ms Ellingham at HTA to obtain her view, **Mrs Atkinson** would also speak to colleagues at RCCE.

Action: Mrs Dobson, Mrs Atkinson

032/2018 TIME PLAN / PROJECT PLAN

It was agreed that there should be no alteration to the Time Plan despite a probable delay to Braintree District Council's Local Plan being approved and adopted; the Committee should aim for consultation on the draft Neighbourhood Plan to take place during September 2018.

033/2018 HTA DESIGN

The draft policies and objectives had been sent to Ms Ellingham (HTA), and a response was awaited. **Mrs Dobson** would email Ms Ellingham requesting feedback. **Cllr Lees** advised that he and **Cllr Blackburn** would be meeting Ms Ellingham in June to discuss the scope covered by HTA's fees.

Action: Mrs Dobson

034/2018 PUBLICITY AND COMMUNICATION

It was believed that **Cllr Blackburn** had some feedback from the May Fayre.

It was agreed that regular publicity was now needed in the Parish Magazine, the Tribune and Facebook - **Mrs Dobson** to discuss further with **Cllr Carpenter**.

Action: Mrs Dobson

A meeting with Crown Estates was scheduled for 26 June, Braintree District Council and HTA would also be attending. It was felt that it would be useful prior to the meeting to issue a copy of the report produced by **Mrs Rees** from the data obtained from the exhibition in February. **Mrs Dobson** to contact **Mrs Rees** to obtain.

Action: Mrs Dobson

A meeting between CCG, representatives from Kelvedon Neighbourhood Plan Group and **Cllr Blackburn** and **Mrs Lakin** from Feering Neighbourhood Plan Committee regarding medical facilities in the villages had taken place and a summary of what was discussed had been received from **Mrs Lakin** and this was read out to members.

035/2018 DRAFT NEIGHBOURHOOD PLAN

The draft policies had been publicised and exhibited at the May Fayre and there had been unanimous agreement to them by residents who had visited the Feering Neighbourhood Plan stand on the day.

The information from the boards exhibited at the May Fayre needed to be uploaded to Dropbox – **Mrs Dobson** to raise with **Cllr Blackburn** when she returned from holiday.

Action: Mrs Dobson

Housing Needs Assessment – feedback awaited, **Cllr Lees** to chase.

Action: Cllr Lees

Information from the wildlife report produced by **Mr Dolden** would need to be pulled into the draft Neighbourhood Plan, **Mrs Dobson** and **Mrs Atkinson** to progress.

Action: Mrs Dobson, Mrs Atkinson

036/2018 TRAINING AND SUPPORT

There were no training sessions currently scheduled.

Mrs Atkinson advised that the RCCE would be meeting with council officers responsible for neighbourhood plans, **Mrs Atkinson** would be attending.

037/2018 MEETINGS TO BE ARRANGED

An email from the Office of Priti Patel had been received. It was agreed that **Mrs Diggins** would respond and request a date for an evening meeting.

Action: Mrs Diggins

Crown Estates – a discussion took place regarding a possible agenda for the meeting on 26 June. Mrs Diggins to draft and forward to Cllr Blackburn for review.

Action: Mrs Diggins

Feeringbury Medieval Fete 16 June (12 – 4) – the boards used for the May Fayre could also be used at the Fete. Residents needed to be made aware of the consultation and subsequent referendum. **Cllr Lees** and **Mrs Dobson** would be able to man a stall for a time on the day - **Mrs Dobson** would email committee members to find out if anyone else could be available.

Action: Mrs Dobson

038/2018

MATTERS TO BE RAISED BY MEMBERS FOR THE NEXT AGENDA

1. Volunteers for Medieval Fete
2. Attendees for the meeting between FNPC, BDC and Crown Estates
3. Report for Crown Estates
4. Aecom housing report.

039/2018

DATES AND TIMES OF MEETINGS

The next Committee meeting would take place on **Monday 11 June 2018** at 7.30 pm in the Acorn Room.

The meeting closed at 9.45 pm

DATE OF NEXT NEIGHBOURHOOD PLAN COMMITTEE MEETING

Monday 11 June 2018 @ 7.30 pm

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Minutes confirmed as a true record of the meeting.

Signed -----

Dated -----

