

**MINUTES of the MEETING of FEERING PARISH COUNCIL  
NEIGHBOURHOOD PLAN COMMITTEE held on  
MONDAY 11 JUNE 2018@ 7.30 pm in the Acorn Room,  
Feering Community Centre**

**COUNCILLORS PRESENT**

**Cllr L Blackburn  
Cllr K Evans**

**COMMITTEE MEMBERS ATTENDING**

**Mrs M Lakin  
Mrs Eddolls  
Mrs C Dobson  
Mr M Leslie  
Mrs A Diggins (Secretary)**

**040/2018 WELCOME AND APOLOGIES**

There were apologies from: **Cllr Lees, Mrs Atkinson and Mrs Rees**

**041/2018 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**042/2018 AGREEMENT OF MINUTES OF PREVIOUS MEETING**

The Minutes of the Meeting of 21 May 2018 were **AGREED**, proposed **Mrs Lakin**, seconded **Mrs Eddolls** and signed by the **Mrs Dobson** (Acting Chair on 21 May).

**043/2018 QUESTIONS FROM THE PUBLIC**

There were no members of the public present at the meeting.

**044/2018 BUDGET**

**Mrs Stobart** advised that the design codes box should be ticked on the grant application form and added that any grants applied for now would need to be

fully spent by March 2019, however the Committee would not need to apply for all the grant available now, it was possible to apply for what was needed to the period up to March 2019 and then apply for the balance in 2019-20.

**Cllr Lees** to provide members with a statement of account recording what monies had been applied for, granted and expended.

**Action: Cllr Lees**

**045/2018      TIME PLAN / PROJECT PLAN**

**Mrs Stobart** talked the committee through the timeline for the neighbourhood plan process (she would circulate notes from this after the meeting).

**Action: Mrs Stobart**

**046/2018      HTA DESIGN**

**Cllr Blackburn** and **Cllr Lees** would be arranging to meet **Ms Ellingham** to discuss the scope covered by HTA's fees.

Some feedback on the work done so far on policies had been received from HTA.

**047/2018      PUBLICITY AND COMMUNICATION**

No update

**048/2018      DRAFT NEIGHBOURHOOD PLAN**

Work on the draft Neighbourhood Plan was ongoing.

**049/2018      TRAINING AND SUPPORT**

**Mrs Stobart** advised that there were no RCCE sessions currently in the diary, however the RCCE would be surveying neighbourhood plan groups regarding training needs - **Mrs Stobart** would circulate a link to the survey when available. It was felt that it would be useful to spend some time at the next committee meeting looking at the basics of policy writing – **Mrs Stobart** to arrange.

**Action: Mrs Stobart**

**050/2018 MEETINGS TO BE ARRANGED**

The agenda for the meeting between Braintree District Council, Crown Estates, Feering Neighbourhood Plan Committee was reviewed- this would be amended and circulated by **Mrs Diggins** prior to the meeting. **Cllr Blackburn** would bring the Aecom masterplan and the physical results of the February exhibition to the meeting; **Mrs Dobson** would forward the results of the survey to **Cllr Blackburn** to forward on as appropriate.

**Action: Mrs Diggins, Mrs Dobson, Cllr Blackburn**

**051/2018 MATTERS TO BE RAISED BY MEMBERS FOR THE NEXT AGENDA**

Nothing further to be raised.

**052/2018 DATES AND TIMES OF MEETINGS**

The next Committee meeting would take place on **Monday 9 July 2018** at 7.30 pm in the Acorn Room.

**The meeting closed at 9.30 pm**

**DATE OF NEXT NEIGHBOURHOOD PLAN COMMITTEE MEETING**

**Monday 9 July 2018 @ 7.30 pm**

---oooOooo---

Minutes confirmed as a true record of the meeting.

Signed -----

Dated -----