

**MINUTES of the MEETING of FEERING PARISH COUNCIL
NEIGHBOURHOOD PLAN COMMITTEE held on
MONDAY 9 JULY 2018@ 7.30 pm in the Acorn Room,
Feering Community Centre**

COUNCILLORS PRESENT

Cllr L Blackburn
Cllr P Lees
Cllr K Evans

COMMITTEE MEMBERS ATTENDING

Mrs J Stobart
Mrs A Diggins (Secretary)

053/2018 WELCOME AND APOLOGIES

There were apologies from: **Mrs Eddolls, Mrs Lakin, Mr Leslie, Mrs Dobson** and **Mrs Atkinson**

054/2018 DECLARATIONS OF INTEREST

There were no declarations of interest.

055/2018 AGREEMENT OF MINUTES OF PREVIOUS MEETING

The Minutes of the Meeting of 11 June 2018 were **AGREED**, proposed **Cllr Evans**, seconded **Mrs Diggins** and signed by the **Chairman**.

056/2018 QUESTIONS FROM THE PUBLIC

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

057/2018 BUDGET

Cllr Lees reported that he was in the process of completing the application form for My Community grant. The criteria for eligibility had changed from previous years, neighbourhood plan groups now had either to confirm that they were applying under the design code or were allocating additional sites – Feering would be applying under the design code. My Community had advised that Feering would probably be eligible for the grant, however this would be decided by an independent committee. Two support packages were also

available, one of which would be an Environmental Impact survey which would be carried out by Aecom.

Cllr Lees advised that the housing needs survey from Aecom was still awaited and he was chasing. **Cllr Lees** added that he had fed back to My Community regarding issues with the Masterplan Report produced by Aecom but had only received a thank you email.

Cllr Lees reported that if the grant was approved the funds would be available at the end of August. The design package would be requested, the other support package would not be taken up at this time.

Cllr Lees provided the following detail regarding grants applied for, granted, expended and still available:

Year	Received (£)	Expended (£)	Returned (£)	Balance / Budget Available
2016-2017	7,300	7,202	98	98
2017-2018	6,500	6,500	0	
2018-2019				3,200

It was agreed that **Cllr Blackburn** would obtain a further two quotations for a 'critical friend'.

Action: Cllr Blackburn

Cllr Lees was working with the Parish Clerk to pull together a statement for the grant application.

Confirmation was needed from HTA as regards the scope covered by their fees - **Cllr Blackburn** to progress.

Action: Cllr Blackburn

058/2018 TIME PLAN / PROJECT PLAN

No update

059/2018 UPDATE FROM HTA DESIGN

Some feedback on the policies had been received from Ms Ellingham.

060/2018 PUBLICITY AND COMMUNICATION

Cllr Blackburn's report would be ready by 20 July and could be included in the Parish Magazine.

061/2018 DRAFT NEIGHBOURHOOD PLAN

Work on the draft Neighbourhood Plan was ongoing. Input from other committee members was required. **Cllr Blackburn** advised that she was happy to host informal meetings during August when the committee members could review the policies and the recommendations from Ms Ellingham.

062/2018 TRAINING AND SUPPORT

Mrs Stobart advised that she would be happy to run a policy session for members.

063/2018 MEETINGS TO BE ARRANGED

The recent meeting with Crown Estates/Woods and Braintree District Council had been useful. Crown Estates would be contacting the health providers for clarity as to what health services were wanted in the area. The revised draft of Crown Estates' Masterplan was expected to be ready mid-August.

Cllr Blackburn had asked Crown Estates and BDC to advise availability for meetings end August / beginning of September. It was agreed that a meeting first week of September would be preferable to Feering Neighbourhood Plan Committee.

The next joint meeting would be arranged for end September, **Mrs Diggins** to action. **Cllr Evans** had contact details for members of the Marks Tey Neighbourhood Plan Group – she would pass these on to **Mrs Diggins**.

Action: Mrs Diggins, Cllr Evans

064/2018 MATTERS TO BE RAISED BY MEMBERS FOR THE NEXT AGENDA

Nothing further to be raised.

065/2018 DATES AND TIMES OF MEETINGS

The next Committee meeting would take place on **Monday 10 September 2018** at 7.30 pm in the Acorn Room.

The meeting closed at 9.30 pm

DATE OF NEXT NEIGHBOURHOOD PLAN COMMITTEE MEETING

Monday 10 September 2018 @ 7.30 pm

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Minutes confirmed as a true record of the meeting.

Signed -----

Dated -----