

**MINUTES of the MEETING of FEERING PARISH COUNCIL  
NEIGHBOURHOOD PLAN COMMITTEE held on  
MONDAY 10 SEPTEMBER 2018@ 7.30 pm in the Acorn Room,  
Feering Community Centre**

**COUNCILLORS PRESENT**

**Cllr L Blackburn  
Cllr R Carpenter  
Cllr K Evans**

**COMMITTEE MEMBERS ATTENDING**

**Mrs J Stobart  
Mrs L Atkinson (Acting as Secretary)**

**066/2018 WELCOME AND APOLOGIES**

There were apologies from: **Mrs Lakin, Mrs Dobson, Mrs Diggins, Cllr Lees** and **Mr Dolden**

**067/2018 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**068/2018 AGREEMENT OF MINUTES OF PREVIOUS MEETING**

The Minutes of the Meeting of 9 July 2018 were **AGREED**, proposed **Cllr Evans**, seconded **Cllr Blackburn** and signed by the **Chairman**.

**069/2018 QUESTIONS FROM THE PUBLIC**

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

**070/2018 BUDGET**

There was no update on the budget.

It was believed that **Cllr Lees** had been working on the grant application and update was required from him.

**Action: Cllr Lees**

A quote had been obtained from David Coleman to act as a “Critical Friend”. In addition **Cllr Blackburn** would request a quotation from him for work on the “Basic Conditions and Consultation Statement”. **Mrs Stobart** offered to assist with the grant application.

**071/2018      TIME PLAN / PROJECT PLAN**

No change – the Committee were continuing to work with the current plan.

**072/2018      UPDATE FROM HTA DESIGN**

No update, however Miss Ellingham would be attending the meeting with Woods, Crown Estates and Braintree District Council on 14 September.

**073/2018      PUBLICITY AND COMMUNICATION**

There had been no publicity over the summer break.

Information on the Neighbourhood Plan to be added to new Parish Council board.

**Cllr Carpenter** would write an article for the Parish Magazine and something for Facebook.

A leaflet including the timeline for the next three months would be dropped in October / November.

**Action: Cllr Carpenter**

**074/2018      DRAFT NEIGHBOURHOOD PLAN**

Input from other committee members was required. It was acknowledged that resource levels in the Committee were challenging and other options were needed. External consultants would be asked to quote to support.

**Cllr Carpenter** to progress.

**Action: Cllr Carpenter**

**075/2018      TRAINING AND SUPPORT**

No requirement for training currently. Committee members to be reminded to respond to RCCE Survey regarding training requirements.

**Action: Mrs Diggins**

**076/2018      MEETINGS TO BE ARRANGED**

The meeting with Crown Estates/Woods and Braintree District Council had been arranged for 2pm Friday 14 September and there was some discussion around the Agenda.

**077/2018**

**MATTERS TO BE RAISED BY MEMBERS FOR THE NEXT AGENDA**

- Discussion following meeting of 14 September with Crown Estates / Wood and Braintree District Council.
- Fee proposals from consultants for Neighbourhood Plan support

**078/2018**

**DATES AND TIMES OF MEETINGS**

The next Committee meeting would take place on **Monday 8 October 2018** at 7.30 pm in the Acorn Room.

**The meeting closed at 9.30 pm**

**DATE OF NEXT NEIGHBOURHOOD PLAN COMMITTEE MEETING**

**Monday 8 October 2018 @ 7.30 pm**

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Minutes confirmed as a true record of the meeting.

Signed -----

Dated -----