

**MINUTES of the MEETING of FEERING PARISH COUNCIL
NEIGHBOURHOOD PLAN COMMITTEE held on
MONDAY 12 November 2018 @ 7.30 pm in the Acorn Room,
Feering Community Centre**

COUNCILLORS PRESENT

Cllr L Blackburn (Chair)
Cllr P Lees (Finance Officer)
Cllr R Carpenter

COMMITTEE MEMBERS ATTENDING

Mrs L Atkinson
Mr G Dolden
Mrs C Dobson
Mrs M Eddolls
Mr M Leslie
Mrs A Diggins (Secretary)

093/2018 WELCOME AND APOLOGIES

There were apologies from: **Cllr Evans** and **Mrs Stobart**

094/2018 DECLARATIONS OF INTEREST

There were no declarations of interest.

095/2018 AGREEMENT OF MINUTES OF PREVIOUS MEETING

The Minutes of the Meeting of 8 October 2018 were **AGREED**, proposed **Cllr Carpenter**, seconded **Cllr Lees** and signed by the **Chairman**.

096/2018 QUESTIONS FROM THE PUBLIC

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

097/2018 UPDATE ON BUDGET

Cllr Lees reported that he had resubmitted the grant application which included the Neighbourhood Plan being written by DAC as per their quotation of £10,000. **Cllr Lees** added that HTA had confirmed that there were £1,500 of fees available, however this was insufficient to cover the cost of a Critical Friend Review which would be approximately £3000 leaving a shortfall of £1500.

About £14,000 would be needed to complete the Neighbourhood Plan; **Cllr Lees** had been working with the Parish Clerk and they believed that they had found additional funds which could be made available for the Neighbourhood Plan by the Parish Council without affecting the precept or compromising the service; however the approval of the Parish Council would be needed.

Cllr Carpenter to let David Coleman know that he will be in touch with him after the 20th November with a decision regarding his support package.

Cllr Lees advised that he had been in discussion with My Community – a decision needed to be made by the Committee as to whether to opt for the Design Code package or the Environmental Impact Assessment package.
A vote was taken and it was **UNANIMOUSLY AGREED** to request the Design Code package.

098/2018 UPDATE ON A120 AND a12

There was no update.

099/2018 TIME PLAN / PROJECT PLAN

Cllr Blackburn to email Woods / Crown Estates for an update on 165 houses.
Action: Cllr Blackburn

Mrs Diggins to forward the draft Time Plan to **Cllr Carpenter** for David Coleman's input as and when he is instructed
Action: Mrs Diggins

0100/2018 UPDATE FROM HTA DESIGN

An email had been received from HTA confirming the availability of £1500 (item 097/2018). **Cllr Blackburn** to await Parish Council decision regarding funding before responding to HTA's email.
Action: Cllr Blackburn

101/2018 PUBLICITY AND COMMUNICATION

Cllr Carpenter would produce an update for the parish magazine and the notice board.
Action: Cllr Carpenter

102/2018 DRAFT NEIGHBOURHOOD PLAN

Nothing to report.

103/2018 TRAINING AND SUPPORT

Both David Coleman and Nicky Joshua would be speaking at the Christmas coffee mornings in December being organised by RCCE.

104/2018 MEETINGS TO BE ARRANGED

Mrs Diggins to get dates in the diary for Neighbourhood Plan Committee meetings during 2019.

Action: Mrs Diggins

105/2018 MATTERS TO BE RAISED BY MEMBERS FOR THE NEXT AGENDA

- Feedback on draft Neighbourhood Plan – **Cllr Carpenter** to ask David Coleman to give instant feedback on draft plan and advise if additional policies are required.

Action: Cllr Carpenter

- Feering Parish Council support of the Feering Neighbourhood Plan.
- Feedback to residents regarding progress in terms of exhibition early in 2019, format and date to be discussed.

106/2018 DATES AND TIMES OF MEETINGS

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

The meeting closed at 9.30 pm

DATE OF NEXT NEIGHBOURHOOD PLAN COMMITTEE MEETING

Monday 12 November 2018 @ 7.30 pm

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Minutes confirmed as a true record of the meeting.

Signed

Dated