

Kelvedon Parish Council

The Old Fire Station, 102 High Street, Kelvedon, Essex, CO5 9AA

NEIGHBOURHOOD PLAN COMMITTEE

Minutes of the Meeting held

20 June 2016

Present: Cllr Pilbeam, Cllr L Humpington, Cllr R Lancashire, Cllr A Tremain, Mrs J Hinds, Mr B Clarke. Clerk: Philippa Potter

NP1/16-17 Election of Chairperson for 2016-17

As there was not a full compliment of Councillors, it was agreed that Cllr Pilbeam would take the Chair for this meeting and the election of a Chair be postponed to the next meeting.

NP2/16-17 Appointment of Vice Chairperson for 2016-17

It was agreed to postpone the election of a Vice-Chair until the next meeting.

NP3/16-17 Apologies for Absence

None

NP4/16-17 Declarations of Interest

None

NP5/16-17 Public Discussion

No public were in attendance.

NP6/16-17 Terms of Reference

It was Proposed Cllr Lancashire, Seconded Cllr Tremain and unanimously agree to adopt the Terms of Reference for the Neighbourhood Plan Committee.

NP7/16-17 Matters for Report

None.

NP8/16-17 Neighbourhood Plan progress report - standing item

Jill Hinds reported that the surveys have been completed and returned, with a response rate of approximately 40% of households or 25% of the adult population of Kelvedon. Every household had a paper copy through their door and online returns were promoted. There is an article in the current issue of the Tribune outlining the various promotional events which the Neighbourhood Plan Steering Group (NPSG) are undertaking around Kelvedon from 9 – 17 July and reporting that there have been 300 new subscribers to the newsletter and lively debates on Facebook about the development of Kelvedon and Feering.

BDC are considering the current stage of the Local Plan at their meeting being held tonight and will be exhibiting the information at an event on 6 July at The Institute, which the NPSG will be attending.

A brief discussion was held regarding the site being put forward by BDC at Monks Farm and the Strategic Growth Site proposed at Feering. These issues will be encompassed within the consultations over the next few weeks.

NP9/16-17 Finance – standing item

The latest submission of invoices were agreed at the Parish Council meeting on 7 June, which the Clerk will arrange to be paid as soon as the invoices are received.

NP10/16-17 High Street traffic issues – how to take forward

It was agreed that the way forward would be to employ a Traffic Management Consultant to look at the villages as a whole and put forward recommendations for solutions to help ease congestion and parking issues, taking in all the current proposals which have been put forward in BDC's preferred option consultation and those proposals which have been rejected at present but could be brought back in.

It was agreed that the NP Committee would recommend this course of action to the Parish Council for agreement. It will be on the July Parish Council agenda.

NP11/16-17 Parking restrictions – pinch point area outside Conservative Club

It was agreed that this issue will be addressed by the work being commissioned with the Consultant, as in item NP10 above.

NP12/16-17 Date of Next Meeting

To be agreed.