

# KELVEDON NEIGHBOURHOOD PLAN

## Steering Group Meeting

Monday, 12<sup>th</sup> March 2018 at 8pm

### Institute Back Room

#### Present

Laurie Maxted    Jill Hinds    Nicky Joshua    Ian Menzies    Gillian Westall

#### Apologies

Frankie De Young    Anne Blackwell    Rob Lancashire    Elizabeth Maxted

Mike Pilbeam    Jan Stobart

#### 1. Apologies –

- Apologies received as above.

#### 2. Minutes of the previous meeting –

- The minutes of the previous meeting (7<sup>th</sup> February 2018) were agreed and signed.

#### 3. Matters Arising (not covered below) –

- None

#### 4. Report on joint meeting with Feering and Coggeshall NP Teams-

- Laurie reported that this had been sparsely attended by all groups. Reviewed progress on each plan. Coggeshall has now revised their timetable with completion planned for March 2019, Feering are currently writing their policies. Agreed that some Focus Groups are working well across the 3 parishes such as Health in Kelvedon and Feering. Specific request for the Moving Around teams to meet to look at what is currently available re traffic surveys and jointly fund a survey to fill any gaps.
- Question about progress on Feering Master Plan.

**ACTION – Laurie to follow up on this issue.**

- Need to discover context relating to ‘leasehold charges’ re new developments and whether this covers maintenance of open spaces.

**ACTION – Frankie to investigate this matter.**

## 5. Feedback from BDC -

- Some concern expressed that the meeting of 9<sup>th</sup> March 2018 did not provide specific feedback on policies in the document provided.

**ACTION – Laurie to follow up as a matter of urgency.**

- Issues regarding the implications of allocating additional sites discussed. Prior to allocation this would require an initial potential screening via desktop review which BDC would finance. Following on from this KPC would have to complete an in depth strategic environmental analysis. A referral to Natural England would be required since the sites may be within a 20 mile radius of the Colne/Blackwater estuaries. Landowners' permission would also be necessary to include the relevant sites. KPC would also need to support any proposals.
- Gary Sung also reported that BDC has recalculated its 5 years land supply but results still show closer to 3 years.
- NPPF changes are unlikely to impact on the neighbourhood plan process.
- BDC/KPC will need to agree on who will be KNP Examiner as soon as possible.
- The next version of the neighbourhood plan submitted to BDC will require the introduction together with all pictures and maps.

**ACTION - Topic Leaders to ensure that all potential policies are included since any later amendments cannot be processed without going back through the Reg. 14 process.**

## 6. Focus Groups Update –

- Health & Social Care – Gillian reported on the meeting with MECCG and also the meeting with the Business Manager of Abbeyfields. No 'engagement' with Linda Hempell from Kelvedon & Feering Health Centre.
- Housing – No further updates.
- Business & Retail – No further updates.
- Moving Around – No further progress. Jill to liaise with Feering
- Education – No further updates.
- Natural Environment & Heritage – No further updates.

## 7. Time Plan Review –

- Ian reworking this and will circulate update.

## 8. Communications and Public Relations –

- KPC are to engage a Communications Consultant (final approval on 10<sup>th</sup> April at KPC full council meeting). KPC have asked how much the consultant will be involved with KNP work as cost will be shared with KPC. Laurie, Nicky and Geraldine to meet with consultant to hand over/bring her up to speed as soon as final decision is made.

#### **9. KPC Meeting with Parkers Strategic Planning -**

- Meeting with agents for Watering Farm not well attended by members of the public but those who were there asked pertinent points, mostly about traffic.

**ACTION - Laurie to request notes regarding answers from Pippa Potter.**

#### **Next Steering Group Meeting –**

**10<sup>th</sup> April 2018 at 8pm in Institute New Hall.**

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