

KELVEDON NEIGHBOURHOOD PLAN

Steering Group Meeting

Monday 15th May 2017 in the Institute New Hall

Present

| | | | |
|-----------------|------------------|-------------|-----------------|
| Laurie Maxted | Alison Fearnley | Kate Crofts | Gillian Westall |
| Geraldine Rowan | Frankie De Young | Jill Hinds | Nicky Joshua |
| Caroline Moran | Elizabeth Maxted | | |

- 1. Apologies –**
No apologies received.
- 2. Minutes of the previous meeting (19th April 2017) –**
The minutes of the previous meeting were agreed and signed.
- 3. Declarations of interest(for transparency and information) –**
No declarations made.
- 4. Meeting agenda –**
Apologies given for the lack of printed agenda owing to IT problems.
It was agreed to focus the meeting on the objectives and policies work currently underway.
- 5. Objectives & Policies -**
Objectives to link to vision statement -
Housing –
 - Comprehensive outline document circulated prior to meeting.
 - Additional work required regarding percentages of specific types of housing stock.
 - Development of 2 sites in Kelvedon would require improved infrastructure.
 - Crown Estate development in Feering of initial 175 houses still proceeding.
 - Number of initial objectives immaterial as can be edited at a later date.
Moving Around –
 - Kate C stepped down as focus group lead and will be replaced by Jill H.
 - Jill H to liaise with Kate C regarding group's progress and will plan accordingly.
Health –
 - This topic has received minimal reference in other published neighbourhood plans.
 - Frequently linked to social issues such as improved footpaths/walking.

- NHS England has potentially allocated £100,000 for the requirements of 600 inhabitants in relation to Monks Farm.
- On average 1 GP covers a population of 1750 and requires 120 sq meters in surgery capacity.
- Proposal for London Rd development includes site for GP surgery.
- Outline objectives in relation to Kelvedon initially. Liaise with Feering objectives which may change.

Education –

- Request made for meeting with Headmaster of St Marys Academy to discuss issue of split school sites.
- Diocesan view on any potential change to be considered.
- Contact being pursued with treasurer of pre-school.
- Objectives to be drafted to take into consideration numbers for 2 housing development sites.

Environment –

- Collected data to be collated.

Business/Retail –

- Some work completed.
ACTIONS – Geraldine R to send list of issues to Laurie M.
Alison F to forward relevant emails from Jan s to Laurie M.
- Future plans of Deals Garage and Foster Contracting Ltd to be ascertained.
ACTION – Laurie M and Frankie DY to contact both businesses.

6. Deadline for Objectives & Policies –

- Each focus group to prepare and circulate objectives and policies for consideration by Monday 12th June.
- Next steering group meeting will focus on plan for consultation on objectives.

7. Finance –

- A development of over 500 houses can trigger a technical grant in the region of £6000 for specific purposes.
- KPC would have to apply on behalf of KNP.
ACTION - Laurie M to register interest in technical grant application with KPC via Pippa P.
- Rental of hall for KNP steering group meetings to be charged through KPC.
- Renewal of Quick Survey imminent.
ACTION – Geraldine R to ascertain timeframe for renewal.

8. AOB –

- Blog to published relating to volunteers undertaking tasks but not necessarily attending KNP meetings.

ACTION – Geraldine R to contact Lyndsey C, Carol E and Geraldine K regarding this issue.

- Planned NP joint meeting on 22nd May 2017 to be deferred since this clashes with KPC planning meeting.

ACTION – Elizabeth M to contact Lee B regarding this matter.

9. Date / Venue of next steering group meeting –

Monday 19th June 2017 at 7pm in New Institute Hall