

# Kelvedon Parish Council

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The Old Bank, 63 High Street, Kelvedon, Essex, CO5 9AE

## Neighbourhood Plan Committee Minutes of the meeting held 19 February 2018

**Present:** Cllr Pilbeam (Chair), Cllr Jayatillake (Vice Chair)  
Cllrs Anderson, Astley, Goode, Minns, Pilbeam and Tremain

2 Members of the public

Mrs P Potter, Clerk

**NP49/17-18 Apologies for Absence**

Apologies were received from Jill Hinds and Nicky Joshua.

**NP50/17-18 Declarations of Interest**

None.

**NP51/17-18 Confirmation of Minutes**

It was agreed to defer the signing of the minutes to the March meeting.

**NP52/17-18 Public Discussion**

None

**NP53/17-18 General Update**

Laurie Maxted gave a general update to the Committee. The draft Neighbourhood Plan is being put together based on surveys and evidence input, which is now being edited and formatted, with a meeting being held at the end of this week to go over the general edits and overall layout. A meeting is also being held shortly, with Planning Policy Officers from Braintree District Council (BDC) for them to provide their input and guidance on compliance with national and local policy.

The Business and Retail Survey is being looked at and policies under this section are being refined.

Targets under the timeline are being met at the moment and a grant needs to be applied for early in the next financial year to cover upcoming costs.

**NP54/17-18 Finance**

None required at present.

**NP55/17-18 Date of Next Meeting**

The next meeting is scheduled for 19 March 2018.