

# Kelvedon Parish Council

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Suite 1, The Old Bank, 63 High Street, Kelvedon, Essex, CO5 9AE

## Neighbourhood Plan Committee Minutes of the meeting held 21 November 2018

**Present:** Cllr Pilbeam, Cllr Jayatillake, Cllr Astley, Cllr Goode, Cllr Ormond,  
Cllr Tremain  
L Maxted, J Hinds, N Joshua, F De-Young, A Fearnley, I Menzies  
P Potter, Clerk

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**NP25/18-19 Apologies for Absence**

Apologies were received from Elizabeth Maxted and Gillian Westall.

**NP26/18-19 Declarations of Interest**

None.

**NP27/18-19 Confirmation of Minutes**

It was agreed to postpone this item to the next meeting.

**NP28/18-19 Public Discussion**

None

**NP29/18-19 Regulation 14 Consultation**

The team are working on the comments received from both residents and statutory consultees, to identify the issues which affect policies, background text or technicalities, and those which will be taken forward by the Parish Council in their community action planning, separate to this process.

A brief overview of the feedback for each section was given:

- Vision: This received a small number of comments but, on the face of it, not substantial enough to require it to be changed.
- Objectives: There were a few comments on these, which will be looked at with a view to making a few small changes and the possible addition of a further objective for clarification.
- Housing: This section received the most comments but these were still overwhelming positive. Policy HO1 received the most comments and queries, which will be taken into account, but this policy needs to be looked at again in any case, due to the continued uncertainty around the BDC Local Plan. A few respondents queried whether provision in Feering needs to be taken into account, given that any increase in housing there will impact on Kelvedon's roads and services. References to the 720m radius requirement was commented on and advice will be sought regarding whether this needs to be altered, or whether this is clearly evidenced.

- Environment: Substantial responses received from statutory consultees, such as Essex County Council and the Centre for Sustainable Energy, among others, regarding some changes that could be made regarding measures to combat climate change, such as solar panels, water recycling etc. A Pollution Policy has been sourced as a model for potential inclusion for Regulation 15. These responses will be analysed and implemented accordingly.
- Business and Retail: This was relatively straightforward, with some comments received from ECC, which will be looked at.
- Moving around: ECC responded with a number of comments on this section and have made some suggested alterations to the text. Advice will be sought from our Planning Consultant as to the best way to incorporate these.

Under this section, many comments were received regarding general concerns around traffic, parking, speeding and road safety. Most of these concerns are not directly related to the Neighbourhood Plan, however, these will be collated and passed to the Parish Council to take forward as issues to be looked at in the course of normal Council business.

- Health: NHS England wrote with some technical comments and amendments to update the text – no comment on policy. Well supported by residents – not proposed to change policy. NHS England have offered to sit down with KNP to go through this with them – a/w meeting date to do this.
- Education: Responses were supportive of the school. Concerns were raised about any expansion of the school eroding the amount of playground and playing field areas and about parking issues outside the school.
- Heritage: Some concerns raised about the High Street, mostly regarding congestion and traffic. A suggestion to look at putting together an urban design plan for the High Street will be considered.
- Community aspirations/projects: There were a number of comments on ideas and concerns which can be alleviated by looking to include a section showing future visions and aspirations.
- Environment: Response received from the Centre Sustainable Energy included suggestions for improving sustainable design and transport. Issues around the maintenance regimes of the parks and Brockwell Meadow were also raised – this will be an issue for the Council to take on in the course of normal business.

Meetings with our Planning Consultant and BDC are to take place shortly, to take the consultation results and comments forward, in preparation for the next stage at Regulation 15.

### **NP30/18-19 Meetings**

Meetings with Planning Consultants, Ann Skippers and DAC Planning will be taking place over the next few weeks. The agenda for the meeting with Ann Skippers will be provided by the KNP Steering Group, which will be evaluating the responses and agreeing the necessary changes to policies and text.

DAC Planning are putting together the Basic Conditions Statement and Statement of Community Involvement. The KNP team will arrange the agenda for this meeting.

A briefing meeting will be taking place with Cala Homes prior to their public exhibition at the end of November. This meeting will be to enable the Parish Council and Neighbourhood Plan Committee to receive the information ahead of the exhibition and to enable the emerging Neighbourhood Plan policies and design guide to be put to them

**NP31/18-19 Future Working Arrangements**

- Communication: This will pick up again, in the run up to the next round of public consultation. Some feedback from the Regulation 14 consultation has already gone out.
- Future meetings of this Committee: It was agreed that in the run up to the end of the input work, it would be more sensible for the Steering Group meetings to become the Neighbourhood Plan Committee meetings, incorporating all members of both groups together to take the final push of work forward in a more time effective manner. It was therefore Proposed Cllr Pilbeam, Seconded Cllr Jayatillake and unanimously agreed to combine the two meetings into one. The Clerk will liaise with L Maxted regarding dates and venue.

**NP32/18-19 Finance**  
None.

**NP33/18-19 Date of Next Meeting**  
To be confirmed.