

Minutes of the seventh meeting of the Wivenhoe Neighbourhood Plan Steering Group held at the Wivenhoe Council Offices at 19.30 on 4 September 2013.

Present: Cllr Robert Needham (chair), Cllrs Neil Lodge and Frances Richards, Chris Downes (CBC Planning Policy Technical Officer),
residents Marika Footring (minutes), David Allen, Peter Hill, Jane Black (Wiv. Soc.), Andrew Nightingale (who attended the meeting in his capacity of chairman of the Wivenhoe and District Sporting Facilities Trust)

Apologies for absence: Richard Polom, Shaun Boughton, Ruth Melville, Peter Terry.

Declarations of interest: Robert Needham, Peter Hill (both on Wivenhoe Housing Trust).

Minutes of the previous meeting

These were accepted as a true record and signed by the chairman.

Matters arising

Cupboard space to store consultation results and other material that needs to be preserved has been made available by the Town Clerk.

Letters to land owners were sent by Robert Needham and two replies were received. Uncertainty about the ownership of Ferry Marsh needs to be resolved; this will be addressed if the reply expected from Bovis Homes doesn't clarify the matter.

Correspondence

An undated letter and an area map, sent by Ian Woolf as attachments to email, were received at WTC on 3 September 2013. This concerns land at Elmstead Road and Mr Woolf sets out in some detail a number of proposals for the use of this land, including a plot for a new cemetery and additional sports pitches.

A letter dated 4 September 2013 together with an area map was received from WL2010. This concerns land behind Croquet Gdns and the cricket club. The letter indicates that the company is willing to discuss various development ideas.

A propos of the content of Mr. Woolf's letter, Neil Lodge explained that Peter Terry had meant to attend tonight's meeting because he had contacted Mr Woolf previously in connection with St Mary's church's concerns that WTC would be unable to provide another cemetery once the Ernest Rd site runs out of spaces. A church working party had joined with a WTC working party and together had met with Mr Woolf to discuss the possibility of a new burial site. Peter had wanted to put the issue of a burial ground before the meeting tonight to emphasise this need in the community.

Andrew Nightingale's contribution came later on in the meeting but it is convenient to report it at this point. Andrew addressed the meeting about the demand for increased sporting facilities at the Broad Lane site, giving examples of a variety of interests that had been expressed but could not at present be accommodated because of constraints of space.

Although no figures were available, it was felt that W&DSFT's insights and those of the cemetery working parties were sufficiently representative of general concerns in the community to justify their incorporation in the preparation of the evidence base, probably through the questionnaire.

Project time line

Robert Needham, Richard Polom and Marika Footring had met to prepare the project plan, one version of which had been circulated to members before the meeting. On 30 August an updated version was received which had not yet been circulated. Richard had asked that the meeting should be informed as follows:

the project plan will be combined with a Gantt's charts but this had proved time consuming and

was not yet ready;

as elements of the project plan are dependent on CBC planning committee dates, we need to liaise with officers re deadlines etc before an accurate picture can emerge.

Chris Downes will email the relevant meeting dates to Marika.

The draft project plan envisages a finishing date of 1 May 2015.

Discussion followed about CBC's current consultation on a new Site Allocations plan which is expected to be completed in 2014.

This means that, half-way through the work on the neighbourhood plan, some new planning legislation will come swinging in from the side lines the effect of which on any progressing neighbourhood plans can at this point only be guessed at.

The meeting did not proceed to a formal adoption of the project plan.

Questionnaire.

Peter Hill reported that the working group was about 40% through the project- it was proving hard work. Meetings are every Wednesday and last two and a half hours. The membership of the group remains as at the outset with two new members (Ruth Melville and Val Endean) having joined since the start. There is optimism that the working group will have finished the work by the end of September so that the steering group can prepare for an end of October launch of the questionnaire.

Pre-publication strategy and printing was discussed next.

Quotes for the cost of printing will be obtained by Robert Needham, from Osborn in Brightlingsea and the University of Essex Print Centre.

Peter will prepare a press release and design a poster. CBC will place the press release on its website and tweet it out.

Marika will ask WTC to announce it on its website; will send it to the Brightlingsea and Wivenhoe Chronicle and to The Gazette; place it on the NP website, the Wivenhoe Forum and on Facebook, and circulate it to the 38 community organisations currently on file, and Radio Wivenhoe; deposit 4 posters with WTC for display on Council notice boards.

A specific approach to the University of Essex was considered. The suggestion was made that the Student Union could be contacted. At this point it was realised that no-one knew whether being registered on the electoral roll is a prerequisite for voting in the NP referendum; the answer to this question would have an impact on the questionnaire's distribution. Chris Downes will find out what the position is and let us know.

Distribution to every household in Wivenhoe

Neil Lodge will undertake the organisation of this.

Small Working Groups

It was felt that it is premature to try and decide what small working groups will be needed. Once the Questionnaire is completed we will have a clearer idea. A number of topics such as housing, environment and infra-structure are highly likely to require attention, therefore members of the SG will each try to recruit two persons with relevant expertise in these areas. We already have the support of Andrew Claiborne.

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There being no further business, the chairman closed the meeting at 8.55 pm.

Date of next meeting: Wednesday 2 October, 7.30pm at Wivenhoe Council Offices.