

**Minutes** of the fortieth meeting of the Wivenhoe Neighbourhood Plan Steering Group held on 1 June 2016 at the Wivenhoe Council Offices, at 19.30.

---

**Present:**

WTC Cllrs Robert Needham (chair), Neil Lodge

Residents Peter Hill, Jane Black, Marika Footring (minutes), David Allen, Richard Polom.

CBC Christopher Downes

**Apologies for absence:** Ruth Melville, Mark Norrington, Graeme Willis, Rosalind Scott.

**Declarations of interest:**

Cllrs Robert Needham and Neil Lodge, and Peter Hill: Wivenhoe Housing Trust.

**Minute 2016/37 Minutes**

The minutes of the March meeting were accepted as a true record and signed by the chairman.

**Minute 2016/38 Matters arising**

None

**Minute 2016/39 Correspondence**

Peter Hill received an email from CBC Chris Downes dated 20 May, re *WNP and the Habitats Regulations*- see further *Minute 2016/41* below.

**Minute 2016/40 Finance**

The chairman reported there was no change in the financial situation.

In connection with the supplementary invoice for £400 for the May revisions to the plan, the chairman noted that any requests for work that needs to be paid for need to come through the steering group.

**Minute 2016/41 Plan Review group report**

Peter Hill reported on the 20 May email from CBC which advised that:

*Originally myself and Jon Crane believed this (i.e. HRA screening) could be deferred until the CBC Local Plan HRA and Appropriate Assessment is carried out however Natural England appear to have hardened their stance and are suggesting they would object to the WNP in pre-submission consultation unless an HRA screening is carried out. An objection from Natural England will effectively prevent the plan from progressing to examination and additionally CBC would not be in a position to confirm that the NP meets the Basic Conditions.*

Jane Black had prepared and circulated a document pertaining to HRA screening. If screening shows a Likely Significant Effect (LSE) on the relevant Natura 2000 sites then we would need a full HRA. This would have the effect of delaying the progress of the plan as it would have to wait for the CBC HRA. If no LSE is shown then no full HRA will be required.

Jane's scrutiny of the WNP policies concerned appears to show that they would have no, or only negligible effect on the relevant Natura 2000 sites.

Sarah Fraser of Natural England has agreed to discuss these matters further and the meeting agreed with the proposal that Jane's document should be sent to her as part of and preliminary to further discussions with Natural England, hopefully with the result that if anything, at most a HRA screening will be found necessary.

The main SEA report (160 pages) was received from Jonathan Crane on 1 June. A Non-Technical Summary, Annex A – Review of Plans and Programmes and Annex B – Baseline Information, are still to follow once the HRA situation is sorted.

There had not been time to examine the report before this meeting.

Some discussion was held on the progress of the new CBC local plan, particularly as regards any mention of the proposed number of houses in the WNP, and the likelihood that the plan will shift the University land at Boundary Rd to the land North of A133. Chris Downes confirmed that nothing in the CBC new plan conflicts with the WNP policies on those two matters. The planting of a tree belt along the A133 approach as in Policy Wiv 2(ii) WNP does not appear in the new CBC plan.

#### ***Minute 2016/42 C & CE group report***

Rosalind Scott had submitted a written report (appendix 1).

The rota (see the appendix) could not be completed at this meeting and SG members who had given their apologies are encouraged to let the secretary know for which slot(s) they could make themselves available.

The meeting did not think it was feasible to have a presence at the Fête on the Field on 2 July.

At the Regatta it needs to be made clear why the WNP is still important in light of the proposed garden settlement proposals.

#### ***Minute 2016/36 Project Time line update***

Richard Polom mentioned that according to the time line we should have started our 6-week statutory consultation. We probably need to reckon on a shift of a couple of months in light of the fact that CBC has not yet reviewed the WNP and the possible additional work required for the HRA. Richard warned that for those reasons we need to be circumspect when talking about a date for the referendum.

There being no other business the chairman closed the meeting at 9 pm.

**Date of next meeting: Wednesday 6 July at 7.30, at WTC offices.**

## **Appendix 1**

### **Report and plans from C&CE group. May 2016**

**Plans are made for the public engagement at Wivenhoe Regatta on July 9<sup>th</sup>.**

The site has been booked through WTC for a gazebo.

**Ruth** is liaising with **Lesley** regarding obtaining a gazebo. Archie and Lesley to organise collecting and putting up.

**Lesley** and **Jean** to make sure suitable maps are available on the table.

**Ruth** to obtain an A board for maps or posters and a table.

**Rosalind** to commission a re-useable banner, **John** to be asked to design and set out in line with the cover design.

10 Copies of the latest version of the plan – current version unless superseded before beginning of July – will be printed and bound by WTC. **Rosalind** to confirm this with WTC.

The remaining leaflets used at the previous information sessions will be available to help explain the policies and encourage people to go on the website for the full up to date version. If **you** have any leaflets at home, please bring them back to the council offices, thank you.

The beer mats will also be given out at these events.

The stall will need to be attended by two people per hour throughout the day. The volunteers will need to be from NP or WTC and familiar with the plan. WTC have been warned that this request is coming. Please will **you** volunteer for times you can be there. **Marika**, please will you populate a rota?

**It has been suggested that we also attend the fete on July 2<sup>nd</sup>.**

If the group feels that this is a good idea, we can use the same information, leaflets, banners etc and will need volunteers for the afternoon, say 2 to 5pm.

Please will **you** feedback on whether the committee feels this is a good idea and volunteer for an hour also.

**Following the regatta**, we are minded to keep the website up to date on progress, but otherwise keep silence until the launch of an **intensive campaign for the 6 weeks up to the referendum.**

At Referendum minus 10 weeks – Campaign meetings C&CE, steering group, CBC, WTC

Referendum minus 7 weeks – Volunteers meeting

For 6 weeks

1. New beer mats or postcards
2. Banner update
3. Photo campaign, Readings of the Plan in recognisable but sometimes surprising venues: Hairdressers, Bookshop, Pubs, Coffee shops, Stewart Pawsey Tea Club, lunch clubs, Business Park, etc
4. Social media including the above

**Referendum, date to be advised!**

Regatta Rota

Time	Name	Name	Notes	
9 am to 10 am	Lesley	Archie	Setting up	Rosalind and Jean also
10 am to 11 am				
11 to 12				
12 to 1pm				
1 to 2				
2 to 3	PH	MF		
3 to 4	PH	MF		
4pm to 5	Archie	Rosalind	Putting away	All hands welcome