

**Minutes** of the thirty-fifth meeting of the Wivenhoe Neighbourhood Plan Steering Group held on 6 January 2016 at the Wivenhoe Council Offices, at 19.30.

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**Present:**

WTC Cllr Robert Needham (chair)

Residents Peter Hill, Jane Black, Marika Footring (minutes), Richard Polom, Pat Lean, Rosalind Scott, Ruth Melville, David Allen,

**Apologies for absence:** Cllr Neil Lodge. Mark Norrington, Graeme Willis, Christopher Downes (CBC).

**Declarations of interest:**

Cllr Robert Needham and Peter Hill: Wivenhoe Housing Trust.

***Minute 2015/64 Minutes***

The minutes of the December meeting were with a minor correction accepted as a true record and signed by the chairman.

***Minute 2015/65 Matters arising***

None

***Minute 2015/66 Correspondence***

None received.

***Minute 2015/67 Finance***

There are various outstanding items of expenditure in relation to plan writing and C&CE activities. C&CE will submit its budget to the chairman; the chairman will produce an overall budget and forecast at the February meeting. This budget will also clarify the detail of the mechanism whereby members of the steering group had been reimbursed for work done.

***Minute 2015/68 C&CE report***

The meeting report of C&CE's last meeting to be appended to these minutes when received. Rosalind reported that all items in the report had been actioned.

The meeting agreed that the Summary of the draft plan as produced by John Wallett was a good template for the full draft plan with one modification: that background for Policies should be blue and for Action points fawn. Ruth to liaise with John W.

The objective of the forthcoming informal consultation on the draft plan is awareness raising and promoting ownership of the plan amongst residents. Publicity material is ready but dissemination had been put on hold twice due to delays in getting the draft plan to signing off stage. It was agreed that no further delay could be built into the time table and that the draft plan would go public after the February meeting, whether fully completed or not.

***Minute 2015/69 LUZ & Plan Writing group report***

Peter Hill gave the report.. The LUZ and PW groups are to merge again, the next meeting will be on Monday 11 January. Pat proposed that all houses should be to spatial and Lifetime Homes Standard, not just those for the elderly. Ruth and Rosalind supported this. The issue was deferred until the Monday meeting for CBC advice. Version 14d of the draft had been written and circulated to the SG. Peter listed a number of items that still need revision.

A question had been raised about the definition of starter homes as 'affordable housing'. There is

a deal of uncertainty surrounding this term in connection with the Housing and Planning Bill currently before Parliament. Richard Polom thought we might overcome this by using specific policy descriptions such as *2-bedroom houses, priced to be accessible to first time buyers or renters*. After some discussion it was decided that this would be further examined at the Monday meeting with the assistance of Eddie Bacon of CBC Planning Dept.

SG agreed to deletion as unnecessary of the following clauses:

Pol.Wiv26 (xiv); Pol.Wiv27 (ix); Pol.Wiv28 (viii) and Pol.Wiv29 (ix) as these clauses were already covered by S106/CIL obligations.

SG also decided that any mention of Wivenhoe Housing Trust in Pol.Wiv 29 should be removed and replaced by 'a local charitable housing trust', and that for reasons of clarity clause (iv) of this policy should be removed in its entirety.

***Minute 2015/70 Project time line***

Richard Polom reported that we are currently still within the time frame.

***Minute 2015/71 Any Other Business***

Peter Hill undertook to write the next article for Wivenhoe News, deadline 1 February. Ruth Melville will submit an advertisement to the publication on behalf of C&CE.

There being no further business the chairman closed the meeting at 9.45 pm.

**Date of next meeting:**

**Monday 1 February 2016, 7.30** at Wivenhoe Town Council Offices.