

Minutes of the thirtieth meeting of the Wivenhoe Neighbourhood Plan Steering Group held on 5th August 2015 at Wivenhoe Town Council Offices at 1930.

Present.:

Residents Graeme Willis, David Allen, Pat Lean, Mark Norrington Dick Polom. Peter Hill, Jane Black CBC Christopher Downes WTC Bob Needham (minutes), Penny Kraft, Neil Lodge.

Apologies for absence:

Ruth Melville, Rosalind Scott, Marika Footring.

Declarations of interest:

Peter Hill, Robert Needham, Neil Lodge ~ Wivenhoe Housing Trust.

Minute 2015/27. Minutes:

Minutes of the meeting held on 1st July 2015 were accepted as a true record.

Minute 2015/28. Matters Arising:

None.

Minute 2015/28. Correspondence:

1 It was noted that nine correspondents had entered questions via the WNPSG Web site. These have all been answered and the replies recorded. The records have been forwarded to C & CE Group.

2. It was noted that a formal response to the ECC Replacement Waste Local Plan (W13 Wivenhoe Quarry) has been sent to ECC. The Chairman thanked Jane Black and Peter Hill for their work in preparing the response.

Minute 2015/29. Finance:

An invoice for £20 in respect of equipment hire for the Consultation days in July was approved for payment.

Minute 2015/30. C & CE Group:

1 It was noted that the four consultation sites are now available on line together with an opportunity for comments.

2. It was agreed that the schedule of Local Green Spaces (77 LPPF) should be added to the web site.

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3. A question arose over whether or not there should be any weighting applied to the results of the Public Consultation held in July. This is in respect to preferences and whether, for example, *Greatly Disagree* should carry more weight than *Disagree*.

It was considered appropriate to refer this matter to the C & CE Group.

In association with the above, Mark Norrington has produced a Pie Chart demonstrating the percentage spread of preferences. This will be a useful aid.

Minute 2015/31. LUZ Group:

1. Members acknowledged receipt of the skeleton Draft Neighbourhood Plan from Navigus Planning together with a critical digest produced by Jane Black.

Following a discussion, members agreed that a small Working Party should be formed to resolve the various issues arising from this early format of the plan. The group will be made up of; Mark Norrington, Peter Hill, Bob Needham and Jane Black.

Two outstanding issues will need separate attention. These being:

- A restatement of The Vision. (Chris's observations are; *This is a bit bland. Take the name of the place away and it could be anywhere. You need more detail in here to explain what the place is to be at the end of the plan period and how you achieved this.* He has suggested a range of Visions from successful plans as examples.

Marika Footring was suggested as a suitable author to re write the vision

- A Process Summary. Chris reported that The Woodcote N P provided a series of bullet points stating how each issue was determined. It would be useful for Wivenhoe to have the same.

This summary is best a matter for the C & CE Group to produce.

2. The Environmental Assessment Scoping report produced by the WNPSG has been forwarded to Jonathan Crane. He has 'signed it off' The report is now subject to consultation. Consultees are: Historic England, The Environment Agency and Natural England.

3. Members were informed that The LUZ Group will be holding a series of informal meetings with land owners (as advised within Worksheet 4, Neighbourhood Plan Roadmap. (Identify, engage and consult with key partners *landowners*)

Minute 2015/32 Project Time Line.

Members were informed that the target referendum date of September 2016 is still in focus. However, the additional work in association with the skeleton Draft Plan will need to be progressed with this in mind. Members realised the need to constantly review progress and be aware of the prospect of a realignment if found to be necessary. It was suggested that there may be some advantage in forwarding elements of the revised plan to CBC in stages rather than waiting for a completed document.

Minute 2015/33 Any other Business

1. Members were briefed on preparations for an Information Session with Town Councillors to be held at 7-30pm on Monday 17th August 2015 in the Council Chamber. Briefly, sessions will centre on;

- * Introduction ~ Locality Act 2011
- * Summary of Processes
- * Work of the Land Use & Zoning Group
- * Introduction to the Local Plan by CBC by Karen Syrett

2. Beverley McClean of CBC is preparing an evidence base for inclusion in the Local Plan. She has requested an updated survey of local sites that are of ecological and geological value. Peter Hill and Jane Black will respond accordingly.

3. A brief mention was made of interest in providing a footbridge over the river Colne between Wivenhoe and Rowhedge. The matter was held in abeyance until more detailed information comes to hand.

Date of next meeting.

Wednesday 2nd September 2015. 7-30 Wivenhoe Town Council Offices.