

**Draft Minutes** of the twenty-ninth meeting of the Wivenhoe Neighbourhood Plan Steering Group held on 1 July 2015 at the Wivenhoe Council Offices, at 19.30.

**Present:** Residents Mark Norrington, David Allen, Peter Hill, Jane Black, Marika Footring (minutes), Richard Polom, Graeme Willis, Ruth Melville, Rosalind Scott.

CBC Christopher Downes

WTC Cllrs Mike Newton and Shaun Boughton.

**Apologies for absence:** Cllrs Robert Needham and Neil Lodge, Pat Lean, Karen Syrett (CBC)

In the absence of the regular chairman it was agreed that Marika Footring should act as chair.

**Declarations of interest:**

Peter Hill: Wivenhoe Housing Trust.

### ***Minute 2015/19 Minutes***

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

### ***Minute 2015/20 Matters arising***

*From Minute 2015/17* The grant application to pay for the SEA assessment report by Dr Jonathan Crane was approved. £6,500 has been paid into WTC accounts.

### ***Minute 2015/21 Correspondence***

Two items of feedback were received on the website. These were copied to C&CE.

### ***Minute 2015/22 Finance***

Ruth Melville has raised an invoice of £350 for website redesign. This to come out of the C&CE budget. Ruth will pass the invoice to Cllr Lodge for payment.

### ***Minute 2015/23 C&CE report***

The group had met on 12 and 29 June.

Rosalind reported that there were enough people to cover the 3 July pop up and 11 July consultation events, but that more volunteers on the door of the Loveless hall would release SG members to talk to visitors at the display boards. Members were encouraged to find more volunteers.

Discussion followed on some of the details of presentation. 7 display boards and 10 legs are needed.

Jane will write additional explanations for the sites not chosen. Peter emphasised the need to make sure visitors leave written reasons particularly at those display stations where the proposals might meet with negative comment from residents living nearby. Post code with comments would be very useful.

### ***Minute 2015/24 LUZ report***

On 29 June there was a meeting with Chris Bowden of Navigus and the writing of the first (outline) draft of the Plan has now begun. It is expected back from Navigus before the end of July.

During a lengthy presentation Peter explained the reasoning of the LUZ group on the various aspects of residential development sites and other land uses. Having been afforded an opportunity to seek clarification on a number of points, members present expressed support for the recommendations of this working group. Members also agreed that the appropriate time for LUZ to start negotiations with land owners would be after the 11 July consultation and not later than 30 July.

### ***Minute 2015/25 ECC Waste Management consultation***

In its consultation Essex County has put forward the Lafarge sand and gravel site on the Colchester side of Keelars lane as a site that could be considered for the establishment of an anaerobic digester plant. The proposal of this location interferes with the WNP as it is currently being drafted, and will also remove future housing development potential from a site preferred by Wivenhoe residents for such purpose.

Jane informed the meeting that a consultation response by the NP steering group had been invited. Agreed that a letter of objection will be drafted. In addition, Peter Hill offered to have a discussion with Breedon.

### **Minute 2015/26 ECC Project time line report**

Richard Polom gave the report of the Quarterly Planning Group which had met on 30 June.

The plan timetable has been updated to reflect discussion with Chris Bowden on his role in drafting and advising on plan content. We should note that Jan/Feb 2016 will be the final opportunity to redraft the Neighbourhood Plan prior to submission for examination.

It was agreed that the plan timetable should clearly show a phase of community consultation on draft policies during August/September 2015 prior to completion of plan drafting.

The referendum date of September 2016 still stands but is subject to further discussion with CBC. Autumn 2016 is our objective. Richard flagged up the need to manage documentation carefully towards submission dates; thought should be given to appointing an individual or group to coordinate this.

There will be an opportunity on 17 August (date confirmed) to brief WTC councillors on NP matters.

### **AOB**

In view of the time, any remaining non-urgent business was held over for the next meeting.

The acting chair closed the meeting at 9.40 pm

### **Date of next meeting:**

**Wednesday 5 August 2015, 7.30** at Wivenhoe Town Council Offices.