

Minutes of the twentysecond meeting of the Wivenhoe Neighbourhood Plan Steering Group held on 3 December 2014 at the Wivenhoe Council Offices, at 19.30.

Present: Cllrs Robert Needham (chair), Neil Lodge

Residents Graeme Willis, Marika Footring (minutes), David Allen, Jane Black (Wiv. Soc.), Ruth Melville, Rosalind Scott, Mark Norrington, Pat Lean, Richard Polom

CBC Christopher Downes.

Apologies for absence: Peter Hill.

Declarations of interest:

Robert Needham, Neil Lodge: Wivenhoe Housing Trust.

Minute 2014/72 Minutes of SG meeting of 6 November 2014

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

Minute 2014/73 Matters arising

None

Minute 2014/74 Correspondence

None received. Letter of thanks for loan of display boards sent to FOSM.

Minute 2014/75 Finance

We have now received 90% of the grant.

Outstanding action: Chris Bowden's invoice has not yet been received.

Rosalind agreed to keep the financial administration for the community consultation budget and took receipt from Marika of £43.50 from the Cheese & Wine proceeds together with invoice generated by TTW for the Over 60s afternoon tea and the lunch on 21 November.

Minute 2014/76 Public Consultation, Review and Further Work

172 people had been counted through the door on 22 November.

Ruth had set up a short questionnaire for feedback from volunteer facilitators, and from TTW for an 'outside' view, on the consultation organisation and presentation. Reports indicated that reaction had been very positive, both from the public and the volunteers. Thanks are due to John Wallett for his significant contribution to the presentation, a letter will be written.

Counting and classifying of comments had begun, it was hoped that this would be finished on Thursday 4 December. Comments are still coming in via voXup; as at 3 December 543 votes for/against the various proposals had been recorded.

The impression was that younger families had been little represented at the consultation. This led to a discussion about target groups and a number of these were identified. The Community Engagement WG will expand further on this and bring forward suggestions how to engage with the under-represented groups; manpower to achieve the engagement to be drawn from the SG. The end date aimed for is end February 2015.

Marika proposed the steering group needed a specialist PR/information person to help with publicising the NP locally through all available means and media. Seconded by Richard Polom. None against. This volunteer would come under the umbrella of the Community Engagement WG. All SG members will help finding such a person.

Minute 2014/77 Site Allocation Criteria

A report listing 8 criteria for Site Allocation had been received from the Land Use and Residential Development WG on 30 November and circulated to SG members on 1 December. The report sought final agreement by the SG on these criteria.

It was appreciated that Site Allocation and Site Allocation Criteria are crucial elements of the NP which, once agreed, would not be changed.

Through a combination of insufficient prior opportunity to consider the full import of the subject

and time constraint at the meeting, an attempt to find such agreement foundered. It was therefore decided that the SG meeting of 7 January would be wholly devoted to this subject, the meeting taking the form of a workshop with background and explanation of each criterion provided by the LURD WG.

Minute 2014/78 Any Other Business

1. New WGs.

Ruth observed that, the current WGs' work having come to an end, thought needed to be given to how best to re-focus resources to make the best use of them. Site Allocation, Community Engagement & PR, and Policy Writing were all possible new areas.

Moderators of current WGs are asked to have one final meeting with their group members to consider feedback, and to encourage all volunteers to come to the next SG meeting on 7 January when the new and continuing groupings will be agreed.

2. Disbursements.

Mark raised this issue. The procedure agreed on was that any receipts should be submitted to the secretary for processing.

There being no further business, the chairman closed the meeting at 9.21 pm.

Date of next meeting:

Wednesday 7 January 2015, 7.30 at Wivenhoe Town Council Offices.