

Minutes of the twentyfirst meeting of the Wivenhoe Neighbourhood Plan Steering Group held on 6 November 2014 at the Wivenhoe Council Offices, at 19.30.

Present: Cllrs Robert Needham (chair), Neil Lodge

Residents Peter Hill, Marika Footring (minutes), David Allen, Jane Black (Wiv. Soc.), Ruth Melville, Rosalind Scott, Mark Norrington, Auriol Ashworth, Richard Polom
CBC Karen Syrett.

Apologies for absence: Graeme Willis.

Declarations of interest:

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

Minute 2014/66 Minutes of SG meeting of 3 September 2014

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

Minute 2014/67 Matters arising

from Minute2014/62 'Neighbourhoods Made' research project

Rosalind Scott reported that this would not involve the SG in more work and could in fact be helpful with community engagement. Rosalind will suggest they attend the 22 November event, assisting with counting footfall.

from Minute2014/63 Community Engagement Strategy

A draft of this had been circulated after the last meeting but is incomplete. Rosalind Scott volunteered to lead on completing it. The meeting agreed that a budget needed to be allocated to community engagement activities generally. It was thought that around £500-700 was a reasonable estimate of need and that the £1000 earmarked for the NP by WTC could be accessed for this purpose.

Further to this item, the chairman gave a brief overview of grant moneys received and spent. Peter Hill will invite Chris Bowden to submit an invoice before 31 December.

from Minute2014/65 Project Time line

Ruth Melville had prepared this and circulated it before the meeting. Members agreed that it was a good framework to work to and easily understandable. It takes the project through all steps to the Referendum in February 2016.

Minute 2014/68 Correspondence

1. letter dated 24 October from Pomerey Planning Consultants on behalf of WL2010.
2. email dated 3 November from Karen Baldwin, vice-principal of Colne Community School, in response to receiving the full analysis of the Colne School survey. The school will use part of the report in the numeracy aspect of the tutor programme and will also design an activity to help students understand data. Thanks were recorded to Marika for finalising the report of the survey.
3. The chairman had written to Andrew Wheatley (owner of Business Centre) who had not yet been contacted as a stakeholder/landowner.

Minute 2014/69 Site Allocations

Peter Hill reported a very helpful meeting with Chris Downes and Beverley McClean of CBC concerning the site allocation process. It was recognised that extending the NP work to allocating sites for residential development would add to the time it takes to make the Plan. Discussion followed on whether this was the way to go or whether it would be preferable to set out guidelines and principles only. Some members expressed the view that if future needs changed, flexibility of land use would be lost with allocation.

Karen Syrett posed the question 'if you're not going to do site allocation what *are* you going to include? The inspector might not see the point of a plan without policies.' Karen pointed out that if we don't allocate sites, CBC would do it for us and then the residents would have no say in a referendum.

It was understood that, in the absence of site allocation policies in the Plan, the views that residents had been asked to express on future land use and development would be rendered irrelevant; also

that without site allocation, Wivenhoe would not have control over where developers could build. Members accepted that this was therefore not the way forward.

A necessary first step to the site allocation work is the production of site assessment criteria. Peter Hill undertook to produce these in the next couple of days, for circulation among SG members. The Woodcote NP provides a useful template.

In connection with the above, Karen spoke about the Colchester Local Plan which was relevant to the NP because of the Call for Sites that had gone out, and about the TDC Local Plan with the making of which CBC has a legal duty to cooperate. In January 2015 CBC will consult on Issues and Options and Tendring DC will consult on Preferred Options. This ties in well with the WNP's project time line.

Minute 2014/70 Public Consultation 21 & 22 November

The outline programme for both days has been agreed. All events in the WL hall.

Friday 21 November

0830 – 0930 setting up displays in the main hall.

1300 – 1400 Lunch for invited guests from business, environment, university, CBC and TDC in the Wyvern Room (25)

1500 – 1545 Afternoon tea for the Over 60s, main hall.

Saturday 22 November

1000-1600 Drop-in session in the main hall.

1930 – 2130 Cheese & Wine evening in the main hall.

TTW will take care of the catering for the lunch and afternoon tea and provide café style refreshments during the Drop-in session.

Cheese & Wine: David Harrison has agreed to procure the wine, TTW will obtain the cheese from the Deli. Nick and Julie-Anne White have agreed to provide music for the early part of the Saturday evening, free of charge. Ticket £5, pp on sale from WTC offices and Wivenhoe Bookshop from Monday 10 November.

Rosalind Scott accepted the lead role on this and future community engagement activities.

An extra SG meeting was agreed to make a final decision on the format and content of the displays in the main hall: **Friday, 14 November, 7.30 pm at WTC offices.**

Minute 2014/71 Any Other Business

Marika mentioned a newly developed community engagement tool called voXup, which is free and has been made available for use to the WNP. It will provide an opportunity for ongoing internet dialogue with the community. The URL will be publicised when some consultation content has been added.

There being no further business, the chairman closed the meeting at 9.41 pm.

Date of next meeting:

Extra meeting: Friday, 14 November, 7.30 pm at WTC offices.

Regular meeting: Wednesday 3 December 2014, 7.30 at Wivenhoe Town Council Offices.