

Minutes of Meeting on 31st January 2022
Meeting of Elmstead Neighbourhood Plan Steering Group
Community Centre, School Road, Elmstead Market, CO7 7ET

Present: Cllrs Adam Gladwin (Chairman), Amanda Brennan, Martine Ward and Gill Williams. Mr Michael Champion.

Also Present: Mrs A Baxter (clerk)

Absent: Cllr Sally Fairey and Mrs Holly Ward.

22/026 Apologies for Absence.

Apologies were received from Cllr Fairey and Mrs Ward.

22/027 Declaration of Pecuniary Interests and Personal Interests.

None.

22/028 Approval and signing of the minutes from 12th January and 18th January 2022.

It was resolved to accept the minutes from 12th January 2022 as true and accurate.

Proposed: Cllr Brennan, Seconded: Cllr William, all in favour.

The approval of the minutes of 18th January 2022 were held over until the next meeting.

22/029 Public Speaking

None.

22/030 Community Centre Site

i) Feasibility Study – Draft Report. Any feedback for O’Neill Homer on the draft report?

No feedback was discussed.

ii) To discuss sections of the report that will lead to decisions for the Steering Group/Parish Council? Current thoughts on the options for delivery? What additional information is needed?

The 3 options for delivery of the housing were discussed. The group does not think that a CLT (Community Land Trust) is viable. Working with a housing trust is the favoured option at the moment. Is it possible that we don’t sell the land with this option? It would be good to meet with a housing trust. The clerk is to ask Brendan O’Neill if that can be arranged.

iii) An update on the Neighbourhood Development Order.

The application for NDO facilitation has been made and Mr Dave Chapman has been in contact with the clerk and Mr O’Neill to start the process.

22/031 Draft Neighbourhood Plan

i) To discuss the status of the completion of the draft NP for the sections to be written by the Steering Group.

Cllrs Brennan and Williams have sent a draft of their sections for completion. Paragraph 2.1 is fine, they will contact Will Fuller (TDC) about 2.2. Help is needed with 2.7 – conservation orders. They will ask Mrs Lewis for help with 2.9 – landscape and the industrial revolution. For 2.10 – areas prone to flooding, the Woodland Trust was mentioned.

Cllr Gladwin has been looking for examples of residents’ views for section 4 to be completed by Mr Gray and Mr Champion but has not found any good examples. Everyone is to send a few bullet points to Mr Champion who will collate and send them to see if we are on the right track.

The first survey is more relevant to this section, the clerk is to send the link to that survey to everyone.

Cllr Gladwin is to complete 6.5.

ii) Timing of the next steps.

We’ll push for a March approval of the draft plan, but it will perhaps be April.

Signature

Date

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- 22/032 Technical Support – Design Codes** Any update?
An e-mail was sent to Holly Turner today asking her to liaise with Leani Haim regarding the points Leani had raised in response to the draft headings.
- 22/033** Feedback from the Steering Group meeting of 12th January on the presentation from Strutt and Parker/Wellbeck.
In terms of timescale, they did not seem in a bug rush. Concerns were raised regarding the access for the suggested sites and the impact of the construction traffic.
The clerk is to draft a letter to say that we are not allocating any sites at the moment, but we appreciate that they have approached us. To add that we are not sure how that area will interact with the Garden Community’s buffer zone, and we are waiting to see what will happen with the plans. Cllr Gladwin will send notes to the clerk.
Proposed: Cllr Gladwin, Seconded: Cllr Ward, all in favour.
- 22/034** Feedback from the Steering Group meeting of 18th January on the presentation from Lanswood.
A letter was discussed to inform Lanswood that the NP has no need to allocate sites, as advised to us by professionals. Cllr Gladwin is to send bullet points as discussed to the clerk.
Proposed: Cllr Gladwin, Seconded: Cllr Ward, all in favour.
- 22/035 Feedback from New Community Centre Committee meetings.**
There was supposed to be a cross committee meeting, but it has not ben possible to hold it yet. There was a discussion regarding where the facilities are going. It was reported that some new residents think that there are going to be allotments on the site, but that is not the case.
- 22/036 Items for the next agenda or for information only**
To send the draft NP plan documents to O’Neill Homer for feedback next Monday.
- 22/037 Date of next meeting**
To be decided.

The meeting closed at 9.13pm.
There being no further public business members were thanked for their attendance.
Minutes written by Mrs. A Baxter
Contact: 01206 827139

Signature

Date