

Minutes of the meeting of the Stebbing Neighbourhood Plan Steering Group

4th October, 2016. Friends Meeting House, Stebbing 7.30pm.

1. Members present

Robert James
Christina Cant
Francine Morgan
John Evans
Bernard Bazley
Jackie Kingdom
Andrew Martin
Val Stokes
Greg King

2. Apologies for absence.

Bernard Bazley and Judith Farr were not present at the meeting.

3. Public Questions.

No members of the public were present.

4. Actions from previous meeting.

- a) Greg was asked to send out a link to the questionnaire to list of email contacts and to enquire whether the school could also send the link via the school parent mail system – completed.
- b) Greg reported that he had been in contact with the RCCE regarding the community profile for Stebbing. This is available at a cost of £36.
- c) Bernard was going to add the working group members' profiles and pictures to the website which will be completed on his return from holiday.

5. Project Plan Updates/Review.

Robert reported that he had added another line to the project plan – line 116 now that the initial questionnaire has been completed, a more in depth one needs to be undertaken.

Francine reported that she had completed the grant application for £6516.90 to cover room hire November –March £90, Clerks time November -March £435.40 (assumes 7 hrs/month), Marketing/publicity £810.50 (covers 2 rounds of 100 X 8 page questionnaires and another banner) Landscape sensitivity & capacity appraisal £5,18. We have received feedback from Locality upon our request which requires us to go back to them.

Action: - Andrew Martin to liaise with Francine regarding the response to locality

John is to create a list of consultees

Francine reported that we were at point 2.0304 which is assessing the finding of the initial questionnaire and the next step is to propose a high level plan based on those findings for the larger questionnaire.

6. Update from Andrew on Landscape Sensitivity & Capacity Appraisal.

Andrew reported that he has now received 2 quotes for the Landscape Appraisal assessment and is awaiting a third. There is a difference of £800 between the two quotes received to date. We need the third quote before a decision can be made on who to appoint. No instruction can be made until funding is obtained and approved by the Parish Council.

7. Proposed Changes to legislation on Neighbourhood Planning.

Andrew reported that the Government is reinforcing the role of current and emerging neighbourhood plans. The Housing and Planning Act 2016 which comes into force at the end of October will give greater importance to neighbourhood plans. There is also a neighbourhood planning bill which started life with 36 clauses but this has now been reduced.

8. Update on the emerging Uttlesford Local Plan.

Jackie reported back from the Joint parishes meeting. UDC appears to be rushing forward; by the 17th October they will have strategy on the local plan and the decision will be taken at a meeting on 18th October and announced on the 25th October. This will then be ratified on the 8th November before going for public consultation between 11th November and 6th January 2017. The latest information is that there will 4 options for 2 new settlements, Great Chesterford for 5000 houses, Great Easton for 10,000. The development around Elsenham was expected to be dropped for the same reasons it was dropped last time. The possible development on Andrews Field where UDC seem to be banking on Braintree putting 10,000 houses with the necessary infrastructure which would allow UDC to add a further 4000 homes. Christina reported that Braintree having been in advance of UDC has now asked for a deferral which could affect UDC.

The UDC exhibitions were considered to be very poor, both in their content and the timings.

9. Feedback regarding grant application & implications for the Landscape assessment quotes.

Robert to generate a letter to request funds from UDC. This can be done now that the application has been made to Locality.

10. Summary of questionnaire results to date.

There was approximately a 12% response from the residents of Stebbing to the questionnaire. This figure was only about half of this prior to the village fete where numerous people completed the questionnaire.

Andrew reported that for referendums, the turnout is between 7.9% to 13.5% in the lower range.

11. Outline of possible questionnaire for residents.

It was thought that the next questionnaire should be a tick box type rather than one where people are asked for narrative responses. Many of the responses were out of the scope of the neighbourhood plan. John thought that looking at other Parishes questionnaires would be a good idea, as re-inventing the wheel is a waste of time. John is looking at preparing the next questionnaire.

12. Community engagement strategy.

It was thought that for the next questionnaire face to face contact is required rather than relying on people to respond to a questionnaire put through the letter box. The result from the village fete confirms this. Jackie said that sitting in the shop and getting people to fill in the questionnaire in person may be a better idea. Jackie also thought that having sent out the questionnaire with such a long lead time to complete may have meant that people had meant to get round to completing it but forgot.

John reported that he had been looking at the Lavenham neighbourhood plan, they had a very high percentage response to their one and only questionnaire, but at referendum time the turnout was a lot lower.

Meeting ended at 9:30 PM.