

Minutes of the meeting of the Stebbing neighbourhood plan steering group

1st August, 2017. Friends Meeting House, Stebbing

1. Members present

Robert James
Francine Morgan
Christina Cant
Andrew Martin
Val Stokes
John Evans
Greg King

2. Apologies for absence

Bernard Bazley, Jackie Kingdom & Judith Farr

3. Public Questions

No members of the public were present.

4. Declarations of Interest

None

5. Minutes of Last meeting

The Clerk was actioned to bring a proposal to the Parish Council to agree the drop in session - this was done, although the original proposal was amended

6. Budget Update

Francine asked the Clerk whether he had received confirmation of the latest grant from locality being paid, the Clerk responded that he had received a bank statement that day and the funds were showing as in the account. Francine updated the members on the current financial situation regarding income and expenditure.

7. NP Training

The training scheduled for the 12th August is not available, Judith John and Robert were due to a 2hr training session on how to write neighbourhood plans. We have been offered in its place either a possible event on 16th August or the possibility of the RCCE coming to us to deliver the training. Robert was unable to make the 16th. This would be free training. Agreed if possible this should be before 8th Sept when members will be meeting with Rachel Hogger.

ACTION:- Clerk to see what dates RCCE could deliver training and circulate to members.

8. Feedback from meeting last Saturday

Robert asked what we should do with the comments and questions made by the members of the public. Francine reported that she had responded back to the questions asked, but one email address keeps bouncing back. The clerk said he knew where the person in question lived and could deliver the map if Francine emailed it to him.

Several people took feedback questionnaires to complete at home. They were asked to drop them at the shop. It was agreed that the feedback would be taken to the meeting with Rachel.

It was felt that more clarity was required on some of the displays as several people thought that the land behind the High Street was going to be built on, there is a general misunderstanding of what the Landscape appraisal is, and what it is not.

Robert asked Andrew whether high res versions of some of the maps from the landscape appraisal were available as some were not as clear as they could be. Andrew thought that there should be better quality versions available and he would contact them.

A mistake regarding road names was also noticed, a confusion between Collops Lane and Lubberhedges.

Another member of the public raised the a question regarding the results of the questionnaire where it showed the importance of wildlife to the village, Robert has sent an email to Essex Wildlife Trust.

9. Heritage and Character assessment / Grover Lewis update if any

Andrew reported that they are still doing their baseline work, and they expect to do have a draft report ready in approx. 10days. Grover Lewis have said they are surprised that Stebbing Green is not a conservation area.

Once the report has been agreed it will be sent to UDC. Andrew thought it was important to get the report in as part of representations on the local plan.

Robert asked whether Grover Lewis had been provided with a scope of work – Andrew said yes they had, it had been sent by the Clerk to Grover Lewis

Action- Clerk to send copy of scope of work to Robert

It was agreed that John would try and arrange a date to meet with UDC as discussed at the last meeting when Rachel was present. It was also agreed to find out the cost of having representatives from landscape partnership and Grover Lewis present at the meeting. Costings for this will have to be obtained to see whether we can afford this or get further grant funding.

10. Website update – Facebook

Robert asked whether the members thought that the website could do with a facelift, after discussion it was agreed that the website design should be left to Bernard and that a facebook page should be set up.

It was agreed that a regular update be sent out via email, nextdoor and facebook pointing people to the Neighbourhood Plan website to look at updates to get them used to visiting the Neighbourhood Plan website.

Francine asked whether there could be a 'sign up' button on the website for people to be able to add themselves to our mailing list.

11. Quiet lanes

It was agreed that while quiet lanes were not part of the remit of the neighbourhood plan, it could be put in the neighbourhood plan as a future aspiration

12. Skeleton of NP to be prepared ie topic headings and thereafter delegation to individuals 'interested' in topics to generate initial draft(ie to avoid first drafting by committee) for subsequent collective review and editing. Dates for same to be discussed.

John will send a list of topics and people can then see if there is anything in particular they have an interest in and would like to take on. Val said she would take on byways and footpaths, Christina said she would take on biodiversity

13. Touching base with 'soft' statutory consultees e.g. Woodland trust, CPRE, Ramblers, Essex Horse, Essex Wildlife etc to introduce ourselves and initial advices.

Agreed that now is the time to get this letter asking for contacts drafted and out and then we can contact again later once we have policies that they can comment upon.

14. Retaining landscape partnerships and Grover Lewis to attend with us at UDC to review landscape and Heritage matters with UDC (ie budget matter)

Covered in an earlier item

15. Project plan review

Francine reported that she thought we were approx. 3- 4 months behind.

16. AOB

John asked whether the boards used at the drop in session last Saturday could be used at the village fete. Whether the village hall could be used as a display area was discussed but it was felt that it might be too remote from the actual event. It was agreed that the actual displays may be affected by moisture if it was raining or damp on the day but that laminated versions of the boards might be better idea for the village fete display.

Meeting ended at 9.15 PM.