

Minutes
of the MAYLAND PARISH COUNCIL
NEIGHBOURHOOD PLAN COMMITTEE
meeting held in the Lawling Park Hall
on Tuesday 3rd March 2015
at 7.30 p.m.

Present

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| Cllr Spires (Chairman) | Talbot Dixon |
| Cllr Evans | Barry Edwards |
| Cllr Duncan | Brian Leech |
| Mrs Massenhove (Clerk) | Linda Haywood |

Steve Walker (Allies and Morrison Urban Practitioners)

63. Apologies for Absence

64. Declaration of Interests

No interests were declared.

65. Minutes of the Previous Meeting

Cllr Duncan proposed accepting the minutes from the meeting held on 3rd February 2015. Cllr Evans seconded the proposal, all in favour. The minutes were signed and dated as a true record.

66. Discussion

Cllr Spires welcomed Steve Walker of design and planning consultancy, Allies and Morrison Urban Practitioners. Cllr Spires referred to a previous proposal supplied by the consultancy and asked for an appraisal of where help could best be used.

Mr Walker asked the committee what it hopes to achieve by a Neighbourhood Plan. There was discussion regarding protection and use of the waterfront, road infrastructure, the importance of keeping green space between villages, footpaths and a cycle path, proposed developments and the settlement boundary. It was acknowledged that a Neighbourhood Plan cannot stop development and that any houses built before the LDP and NP are approved will not count towards the allocation. However a Neighbourhood Plan does give the formal opportunity to make local wishes known and will provide a material consideration as it becomes part of MDC's planning policy. There was further discussion regarding community engagement.

It was concluded that the most effective way to work would be to engage assistance for specific sections of work. The committee would continue gathering evidence for the neighbourhood plan, but might seek assistance in creating the draft document for the consultation stage.

It was noted that a new programme of funding for neighbourhood planning has been announced. Grants under this scheme may need to be spent over a six month period, but multiple applications may be made.

67. Identify Leads for Specific Areas of Work

B Edwards asked if the SHLAA maps relating to Mayland and Maylandsea might be available in .dxf format; Cllr Spires to request this information from MDC.

It was noted that the committee may approach contacts directly, as authorised in its terms of reference, although correspondence should always be copied to the Clerk. Any official letters will need to come from the Clerk's office.

Cllr Spires stated that whilst that the planning tool produced by Locality is a useful tool, it is limited in how much detail can be entered; B Edwards has produced a document that allows more detail. The document, a NP action list for scope of work and research, was circulated and members volunteered to take on specific areas of work. B Edwards to add volunteer names to the document and recirculate it.

68. Developing Questionnaires

Methods of bringing NP plan surveys to people's attention were discussed: -

- Suitable labelling of envelopes was considered; B Edwards to investigate costs
- It was suggested that door-to-door deliveries and collections of surveys are carried out, as response is likely to be improved if people do not have to make an effort to return them.
- Information to be provided on the parish council website (including links from other sites) and in the Maylands Mayl to inform residents that questionnaires are being circulated.

It was noted more than one copy per household may be required for some questionnaires, for example, family members are likely to have differing leisure interests.

69. Timescales

It was noted that with an aim of finishing the surveys by the beginning of August, it would be at least November before a referendum could be carried out. There are statutory time periods for consultations.

Thursday 26th March was proposed as a possible date for the NP Committee and interested members of the parish council to meet with University of East London representatives for a presentation and discussion. Cllr Spires to confirm date with University of East London.

T Dixon suggested that a meeting of the Mayland Action Group might provide a suitable event on which to attach a community workshop to publicise the Neighbourhood Plan. It was noted that recent Action Group meetings were well attended and had already raised awareness of the Neighbourhood Plan. L Haywood to make arrangements with the Action Group.

70. Working Group

It was agreed that individuals would begin work on the items allocated to them on the action list document.

71. Items for Next Agenda

The meeting closed at 9.47 p.m.

Date of next meeting, Tuesday 7th April 2015