

**Minutes**  
of the MAYLAND PARISH COUNCIL  
**NEIGHBOURHOOD PLAN COMMITTEE**  
meeting held in the Lawling Park Hall  
on Tuesday 1<sup>st</sup> March 2016  
at 7.38 p.m.

**Present:** Cllr Spires (Chairman)  
Cllr Duncan  
Cllr Evans  
L Haywood

**Clerk:** Mrs J Massenhove

**83. Apologies for Absence**

Apologies were received from B Edwards, T Dixon and Cllr Gibson.

**84. Declaration of Interests**

No interests were declared.

**85. Minutes of the Previous Meeting**

Cllr Evans proposed accepting the minutes from the meeting held on 2<sup>nd</sup> February 2016. Cllr Duncan seconded the proposal, all in favour. The minutes were signed and dated as a true record.

**86. Public Discussion**

No members of the public were present.

**87. Progress Report**

Cllr Spires reported on a meeting held on 14<sup>th</sup> February with Mr Baxter of Neighbourhoods Made and an urban planner. He has provided Mr Baxter with photographs and other information as a starting point for an account of how the village developed, to be included within the Neighbourhood Plan document. The urban planner had commented on the unusual footprint of the village. Cllr Evans offered to look at the information we have and to formulate it.

Cllr Spires has created a draft synopsis of the evidence collected to date (excluding the landowner surveys as these are still being collected).

Meetings with specific groups have been suggested to involve them in discussion and reinforce certain areas of evidence. Groups suggested are: -

- the Mayland Action Group
- the business community (especially small businesses)
- Maylandsea Community Primary School
- local healthcare providers.

Cllr Spires has updated the Gantt chart which now gives a projected end date of April 2017; he has requested ideas from the Committee for reducing the overall timescale. There have been delays due to the unexpectedly long period required for evidence gathering. Clerk to circulate hard copies of the Gantt chart to Committee members.

Cllr Spires and Cllr Evans reported on a meeting they attended at the Maldon District Council offices on 23<sup>rd</sup> February. They met with district councillors and took the opportunity to discuss the following: -

- the division of Mayland and Maylandsea by the ward boundaries (a decision made by the Boundary Commission),
- the refusal by Essex Highways of a pedestrian crossing outside the school,
- the wish for the addition of double yellow lines between the speed tables in The Drive,

- the wish for the double yellow lines from Steeple Road to extend further along The Drive,
- the parish council's application for a mini roundabout at the junction of The Drive and Steeple Road,
- cycle paths (there are grants available),
- coastal routes (it was noted that MDC and Natural England representatives have expressed an interest in attending a future Neighbourhood Plan Committee meeting),
- the Mayland gateway sign,
- rural allocations (a meeting with MDC to discuss this has been postponed) and
- the forthcoming departure of our neighbourhood planning contact at MDC.

#### **88. Timescales**

Cllr Spires suggested that collection/analysis of the land surveys should be completed by the end of April. The draft plan can then be submitted to MDC for their input before the draft document is sent out to residents. The document will then be modified again according to comments from residents in order to create the final version.

It is still unclear who will bear the cost of the environmental assessments required.

#### **89. Communication with Community Groups**

A draft protocol for discussion with landowners and other groups within the community was presented to the committee. Cllr Spires proposed adopting the document. Cllr Evans seconded the proposal. All in favour.

#### **90. Funding**

The End of Grant Report has been submitted to Groundwork UK. It was noted that a new application may be made for expenditure from April and also that it is a condition of this type of grant that it must be spent within a six month period.

Quotations for printing were noted as this is likely to be the main expenditure. It was noted that it may be beneficial to obtain successive small grants rather than one larger one in order that the money may be spent as intended within the required timeframe. It was noted that the Gantt chart will provide a guide as to when funds will be required and, correspondingly, when they should be applied for.

#### **91. Items for Next Agenda**

To consider how the overall timescale for completion of the Neighbourhood Plan may be reduced.

The meeting closed at 8.44 p.m.

**Date of next meeting, Tuesday 5<sup>th</sup> April 2016**