



**Minutes  
of the MAYLAND PARISH COUNCIL  
NEIGHBOURHOOD PLAN COMMITTEE  
Meeting held in the Lawling Park Hall  
on Tuesday 1<sup>st</sup> March 2022  
at 7.05 pm**

**Present:** Cllr Spires Cllr Haywood Cllr Harding  
Cllr Todd Cllr Chandler

**Clerk:** Mrs L Whitefield

**10 Members' Apologies for Absence**

None

**11 Declaration of Interests**

None

**12 Minutes of the Previous Meeting**

Cllr Haywood proposed that the minutes from the meeting held on 2<sup>nd</sup> July 2019 are deferred to the full Parish council meeting as only one councillor from this meeting is present.

Cllr Spires proposed that the minutes from the meeting held on 28<sup>th</sup> September 2021 be accepted. Cllr Chandler seconded this proposal. All in favour.

**13 Public Discussion** including regular hall user groups

No public present

**14 Update status of Neighbourhood Plan.**

The "**Neighbourhood Plan Working Party Terms of Reference**" (appendix a) was read out by Cllr Spires which was adopted on 1<sup>st</sup> March 2016.

The Document entitled "**What is Neighbourhood Planning**" (appendix b) was read out. Cllr Spires confirmed that this is the process by which a Neighbourhood Plan is formed.

Cllr Haywood asked where we are in this process. Cllr Spires confirmed that we have gathered evidence, had meetings to discuss objectives and now these objectives need to be drafted into a policy. This is now being done by Troy Planning who will professionally write the plan. The Parish Council has budgeted £10,000 per year for this plan, we are in receipt of a grant from Locality of £7,000 and have recently received a further grant of £8,000 from them to cover the costs from Troy Planning.

*Cllr Harding joined the meeting at this point at 7.15pm*

**"Synopsis of survey evidence February 2016 – Updated in 2022" (appendix c)**

Points on this document looked at by councillors including Environment, Planning and Development, Roads and Transport, Services, Care/Mobility/Health, Maldon District Council, Public Utility Companies, Local Business and shops, Sport, Social and Recreation, Nature reserve, Sailing, Dog walking, Demographics, Employment. All the results of the survey carried out are in this synopsis.

This is based on 256 replies to the survey which according to Maldon District Council, is a good return out of the 1600 which were delivered. Cllr Haywood confirmed that the normal attendance at polling stations is between 12-13%, so compared to this, it is a good return.

## 15 Update of Troy Planning Correspondence

**Letter from Troy Planning** read out to introduce their company dated 25<sup>th</sup> August 2021 (**appendix d**) and explain the process of writing a Neighbourhood Plan.

### **Map showing Call for Sites discussed (appendix e)**

4 sites have been identified around the village in liaison with Maldon District council.

The total amount to write this plan is £21,987.50. The grant already received for £7,688 from Locality will be spent on Troy Planning fees up to 31<sup>st</sup> March 2022 and then we can apply for further funding.

We also have use of the design planner to help with the plan.

**“Technical Note” from Troy Planning dated February 2022 (appendix f)** was read out and discussed as the initial review has been undertaken.

Principles for future growth  
Maintain public access to the seawall

## 16 Steps required for the completion of the Neighbourhood Plan

As above

## 17 Items for Next Agenda

*Cllr Harding left the meeting at 9.10pm*

Meeting closed at 9.20pm