

## **'Tiptree Village' Neighbourhood Plan Working Party**

### **Notes of Meeting 6.30pm 17<sup>th</sup> Jan 2018**

**Present** Cllrs Steve Bays, Jonathan Greenwood, B Wood,

Julie Webster (Secretary)

Debbie Foot, Dennis Mannina, Frank Zada, Heidi Southgate, Jacqueline Bakker, Michael Cock, Mike Corbett, Mollie Stammers, Ronnie Hannan, Sue Shepherd, Sue More, Terry Vickery

#### **1. Apologies for Absence**

Cllrs Diana Webb &, Dianne Coe

Adrian and Jean Foster Brown, Andy Bryant, Kevin Coogan and Steve Reid.

#### **2. Introduction of any new volunteers**

None

#### **3. Approval of Notes from last meeting (10th Jan 2018)**

Approved subject to following amendments

Ronnie Hannan to be added to members present

Item 4 Name of websites used to be added – Next Door/Tiptree Essex Facebook/Twitter

Item 10 Date amendment for display boards meeting

#### **4. Actions Outstanding from previous meeting**

- Environment pre-consultation report (DW)

Still outstanding

- Pre 2017 notes to be Uploaded (Secretary)

Still outstanding

- Summaries of analysis (SS)

MC had assisted SS so some progress had been made

- Website Exhibition Update

Secretary advised group that details of the exhibition had been put on the front page including the fact that the RCCE will be attending the Saturday exhibition.

- Costings for printing were being sought but FZ offered his services for the A1 posters **Action FZ**
- Parking arrangements for exhibitions days

Secretary still needed to contact some members regarding parking arrangements but didn't feel that on present numbers that parking would be too much of an issue as many members were within walking distance.

**Action Secretary to advise group with arrangements when finalised**

- Personal invites

Outstanding CBC Planning Dept

Secretary was also requested to invite Paul Smith and Ian Vipond (CBC) as well as Miles Bacon (Thurstable School) **Action Secretary**

## **5. Chairman's Report**

Chairman had spoken to Bev (CBC) regarding information about s106 contributions, but Bev would not be able to attend meetings at the moment due to her workload with the Local Plan

HS had arranged a meeting date with local businesses for Wed 21<sup>st</sup> February 2018 at 6pm. A draft letter had been sent to Secretary for approval by the Steering Group. Details of this would be added to websites when letters were distributed **Action HS/Secretary/SG**

## **6. Secretary's Report**

Secretary reminded everyone that there was no Working Group meeting on the 24th Jan but RCCE would be attending on Thursday 25<sup>th</sup> Jan at 6.30pm in the **Meeting Room** to discuss the Housing Survey that had been previously distributed. Paper copies will be available on the evening.

She had also previously requested that members submit any time sheets for work done outside of meetings in 2017 as soon as possible to enable her to close

off the 2017 record. She had received a couple but felt that there was possibly more due to the amount of work people had done over the last few months.

**Action Group**

## **7. Analysis Update**

SS informed that details had been sent to JG/details still to be sent to SB and Secretary

**Action SS**

## **8. Exhibition**

### **• Board Detail**

Board Details Task Group had met the previous day and discussed their ideas with the group and various amendments were made. Group to meet again on 23<sup>rd</sup> Jan 18 to move the task forward, details then to be sent to Secretary for S Group approval ready for printing. Chairman highlighted tight timescale for this and needed to leave ample time for printing.

**Action Task Group/Secretary/Steering Group/FZ**

### **• Confirm equipment required**

Pens/tape/drawing pins to be purchased

**Action Secretary**

### **Additional actions**

**SB to contact newspaper reporter for possible coverage on the day**

**Secretary to ask Bev (CBC) for any data regarding schools and capacity – conclusions of LDF which relates to Tiptree**

**Secretary to further chase Maps for exhibitions**

### **Meeting dates for Jan 2018**

24<sup>th</sup> Steering Group Meeting      25<sup>th</sup> (Thurs) RCCE Housing Survey Meeting

31<sup>st</sup> Jan Full Rehearsal for exhibition

Meeting closed at 8.20 pm