

'Tiptree Village' Neighbourhood Plan Working Party

Notes of Meeting 6.30pm 22nd Nov 2017

Present Cllrs Steve Bays (Chair), Diana Webb, Jonathan Greenwood,
Julie Webster (Secretary), Beverley Mclean (CBC Officer)

Alan Chapman, Debbie Foot, Frank Zada, Michael Cock, Mollie Stammers, Sue More, Sue Shepherd, Terry Vickery and 1 visitor

1. Apologies for Absence

Adrian/Jean Foster Brown, Cllr Barbara Wood, Cllr Dianne Coe, Michael Corbett, Ronnie Hannan

2. Introduction of any new volunteers – None

3. Chairman's Update

Chairman spoke about letter he had written for newspaper publications and reported that Gazette had published the previous day as well as the Tribune and was hoped that it would also be publicised in the next edition of The Look and Life Magazine. It had also been published on both Facebook pages and sent out to everyone on the Updates distribution list. It was still to be put on the website and sent to all Working Group members. **Action**

Secretary

4. Analysis Group

SS confirmed that requested detail had been forwarded to JG and that she would sort out detail for environment report and send to JG and Office.

Action Secretary

5. Next Steps

BM (CBC) distributed some hard copies of the time scale for the plan from Nov onwards and would forward electronically to Secretary for group distribution. BM confirmed that she had spoken to a potential consultant who offered some help in January 2018, but would need a concise brief for costing purposes. As a guide, another consultant working for a different Neighbourhood Plan had

asked them for the questionnaire, demographics, any theme work and vision statement to envisage how they could help and costings.
Action BM/Secretary to distribute paperwork.

6. Secretary's Report

Secretary had received an email from the RCCE apologising for the delay of the report of the Housing Needs Survey. Some of the delay was caused by internal changes at the RCCE, the workload outstanding before the Tiptree Survey as well as the number of people stating a need resulting in further analysis and confirmed they have expanded on information contained in the report. They have a meeting arranged with the CBC Housing Enabler on the 28th Nov 2017 for any comments they may have and so that any potential policies benefit Tiptree. They will then have a better understanding of any constraints and make the group aware of this. They will send over the report of this after this meeting and will be happy to discuss or meet after the report has been received.

Secretary also reported that the Borough Councillors were prepared to give £2000 from their allowance in total to assist with the Neighbourhood Plan. Secretary was asked to write to them thanking them for their offer and if there was any surplus money at the end of the financial year the Neighbourhood Plan would be able to utilise rather than send back to CBC.

Secretary advised that future agendas and notes as well as old ones will now be displayed on website for transparency and openness.

7. Vision Statement

Cllr Greenwood then gave a power-point presentation of the Draft Vision Statement that had been produced by the sub group which was discussed amongst the whole group. It was agreed that the sub group would make necessary alterations and bring back to next meeting if possible. Further thought was necessary regarding how to consult on analysis and vision statement.
Action Vision Group to make necessary changes

Meeting closed at 8.45pm

Next scheduled Meeting 29th November 2017