

# TOLLESBURY NEIGHBOURHOOD PLAN

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Notes of the meeting of Tollesbury Neighbourhood Plan Committee held on Wednesday 7<sup>th</sup> November 2018 commencing at 7.30pm in the Pavilion.

**Present:** Rob Crees (RC), David Hillyer (DH), Roger Lankester (RL), Simon Lewington (SL), Sue Palmer (SP), Simon Plater (Chairman), Andrew St Joseph (ASJ)

**Admin:** Michelle Curtis (MC)

Rob Crees, Simon Plater, Steve O'Donnell are members of Tollesbury Parish Council.

Andrew St Joseph is a District Councillor – Maldon District Council.

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The meeting opened at 7.30pm.

There were 5 members of the public present.

1. **Apologies for Absence**

There were apologies for absence from Gail Norton and Steve Smith.

2. **Notes from the previous meeting**

The notes of the previous Neighbourhood Plan Meeting held on 20<sup>th</sup> June 2018 were agreed as a true and accurate record of the meeting.

It was agreed that some of the policies required re-wording.

3. **Neighbourhood Plan**

**Update on the Neighbourhood Plan and moving the Plan forward.**

The Chairman reported that he had attended the village Tollesfest event and had spoken to approx. 15 people and gave them a copy of the draft policies.

**Action:** Clerk to upload the draft policies to the Parish Council website.

The Chairman advised the Parish Council has earmarked funds for the Neighbourhood Plan.

The Chairman reported he had also put feelers out to three planning consultants to see if they would be interested in producing the document:

- Allies and Morrison (Consultants who produced the Burnham-on-Crouch Neighbourhood Plan)
- Chris Tivey - A Planning Consultant who has lived in the village.
- Robert Pomeroy - Planning Consultant

There are funds available to pay towards a consultant unless any Committee members or members of the public would like to help.

DH & RL had previously attended a policy writing course run by the RCCE and further courses will be held.

The Chairman stated now that we have the policies, we now need the proof of evidence of how the Committee reached the decisions for the policies. We also need to be aware of new government policies.

It is hoped to have a document to take to Maldon District Council early Spring. Once the document has been agreed by MDC, the village will then be consulted.

The Committee felt that it would be beneficial to work with a Consultant to produce the Neighbourhood Plan document.

Mr Davenport suggested that a specification is put together as to what is required from the Consultant. Mr Davenport agreed to write the specification and liaise with the Chairman.

**Action:** Specification to be available by the meeting on 28<sup>th</sup> November 2018.

**Action:** Chairman agreed to speak to the Consultants to get a ballpark figure for their fees to produce the Neighbourhood Plan document and to see if they would be able to produce the document by early Spring. Chairman to report back at the next meeting.

The Chairman advised there are still 7 hours available for meetings with Maldon District Council.

**Action:** Clerk to seek further information on the process when the Neighbourhood Plan goes to referendum.

Providing the plan is successful at the referendum, it will then go to the Planning Inspectorate.

The Committee had agreed 26 policies under 6 headings.

**Action:** Policies to be reworded by DH and Mr Davenport for submission to the Committee at the next meeting.

#### **4. Next Meeting**

Wednesday 28<sup>th</sup> November 2018 – General Development of the Neighbourhood Plan – 7.30pm in the Pavilion.

A further meeting was provisionally scheduled for 13<sup>th</sup> December 2018.

The meeting closed at 8.20pm.

