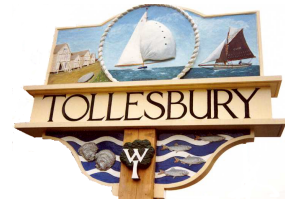


TOLLESBURY NEIGHBOURHOOD PLAN

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Notes of the meeting of Tollesbury Neighbourhood Plan Committee held on Wednesday 26th April 2017 commencing at 7.30pm.

Present: Matthew Byatt (MB), David Hillyer (DH), Roger Lankester (RL), Simon Lewington (SL), Gail Norton (GN), Sue Palmer (SPA) Simon Plater (Chairman), Steve Slodzik(SS) and Andrew St Joseph (ASJ)

Admin: Michelle Curtis (MC)

Matthew Byatt, Simon Plater, Steve O'Donnell, Claire Slodzik and Stevan Slodzik are members of Tollesbury Parish Council.

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

The meeting opened at 7.30pm.

There were 14 members of the public present.

1. Apologies for Absence

There were apologies for absence from Claire Slodzik and Steve Smith.

The Chairman advised the Committee would be receiving and discussing the reports from the various assessments and surveys that had been carried out in the village.

Copies of all the reports are available to view on the Parish Council website.

The Committee has scheduled meetings throughout 2017 to discuss specific topics. Details of the meetings can be found on the website, Facebook Page and noticeboards.

2. Reports

To following reported were received:

a) Housing, Employment and Business Needs Survey

Members had a lengthy discussion regarding the report and were surprised with some of the results from the survey.

327 households completed the survey, which equates to a 28% response rate, which is slightly above the county average of 25%.

The Chairman reported that the survey covered both housing need and employment. Employment in the village is unique and at the workshop, it was identified that parishioners want to sustain a level of employment to enable people to

live and work the village.

The report identified the following key information:

- Of the 327 households that completed the survey, 29% were aged 56-70 years and 18% over 70 years.
- 56% of the surveys indicated that the reason to move was to downsize.
- 31% had lived the parish between 31 and 50 years
- The level of development need in the next 15 years:
 - 143 households - up to 25 homes
 - 78 households - 25-50 homes
 - 37 households - 50 – 75 homes
 - 17 – Over 100 homes
 - 25 – noted states
- In favour, if the development included the following:
 - Starter homes (206)
 - Sheltered/Retirement accommodation (166)
 - Family homes (138)
 - Bungalows (128)
 - Self build plots (85)
 - Live/work units (55)
 - Business accommodation (45)

The findings confirmed the discussions that had taken place at the workshop and the Committee meetings. 2-3 bedroom units were the need for the village.

Part 2 – Housing Need

- 43 households indicated they needed to move, staying within the parish and completed Part 2.
- A breakdown of dwellings as follows:
 - 16 - open market dwellings
 - 3 - sheltered housing
 - 6 - affordable housing units
 - 4 – shared ownership
 - 1 – self build.
- The recommendation as per general planning guidance would be 5 affordable units: two x 1 bed units for rental and three 2 bed units (one for rental and two for shared ownership).

Action: Clerk to invite Robert Horn to attend the Housing meeting in June.

b) Environmental Assessment for the two sites in West Street

Assessments were carried out on the two sites in West Street, as these were identified in the Neighbourhood Plan workshop as the preferred area for any development in the village.

The surveys were very similar and included a survey finding and recommendations summary at the front.

The Chairman stated that he believed there were more environmental possibilities on the south side.

c) Traffic Survey

Traffic count devices were installed at two point (West Street, near the Cemetery, and Woodrolfe Road) and recorded movements for a period of 7 days.

There were on average 2,000 traffic movements with an average speed of 41mph coming back into the village.

The Chairman stated, the traffic count survey confirmed there was an issue with speeding in the village and the Neighbourhood could develop some proposals to deal with the issue.

The Chairman advised the Parish Council were also aware of the issues with speeding and had asked the Community Protection Officers to carry out some speeding checks.

The Chairman stated, in hindsight, a survey of North Road should have also been carried out to count the traffic heading via the Back Road to Colchester. This may be something that needs to be considered.

There were 630 traffic movements to the industrial area (Woodrolfe Road) and less lorry movement than expected.

d) Anglian Water

The report from Anglian Water was commissioned by Maldon District Council and looks at all the elements in the District.

The document will form part of the evidence base.

The Chairman stated that it important the Committee read and digest the information contained within the reports. The reports will help the Committee when making decisions. It is a 15-year plan that should be reviewed every 3 years.

e) Revised Terms of Reference prepared by Mr Lankester

Members were happy with the proposed amendment to the 'Objectives'. The Objectives set in the original document and replaced with the following:

1. Objectives

- Produce a draft Neighbourhood Plan for a shared vision of Tollesbury in accord with the DCLG Localism Act.
- Subject to the Committees' decision, consult as widely as practicable all relevant community stakeholders to ascertain their needs and aspirations for the future sustainable growth of Tollesbury.
- Form a number of topic groups such as housing, commerce, social amenity (health care, education etc.) environment (green space/nature conservation), marine (Tollesbury Harbour), Tourism & Leisure etc.
- Identify locations for potential sustainable growth of the village respecting its cultural heritage and the shared vision of stakeholders.
- Prepare a series of draft policies based on the findings of the topic groups taking note of the Maldon DC Local Development Plan and the Marine Policy Statement."

It was also agreed to amend item 6 – Steering Group Meetings.

Delete: Meetings do not need to be open to the public.

Add: A minimum of 7 days notice must be given to arrange a meeting.

The revised Terms of References will go before the Parish Council at the meeting on 2nd May 2017.

f) Scoping document prepared by Mr Davenport.

To include the following on item 2 – Current Position:

- Attendance at various village events in 2014 to seek the views of the parishioners – School Fete, Church Fete, Tollesfest, Woodup Pool Event.
- Public workshop held on 26th September 2015.

To include the following on item 3.3 – Stakeholders scope of the plan:

- The Steering Group will display all documents on the website.

To include the following on item 3.4.6 – Infrastructure:

- Identify issues regarding the provision of electricity to the village in relation to potential developments.

Action: SL to investigate electricity supply further.

The revised Scope of Works will go before the Parish Council at the meeting on 2nd May 2017.

3. Maldon District Local Development Plan Consultation

The emailed documents from Cllr Crees noted.

The following is an extract from the Neighbourhood Plan Summary Document:

Tollesbury Neighbourhood Plan

Neighbourhood Area designated	2014
Current Stage	Will be drafting policies in 2017
Summary of current stage from PLANNING & Licensing Committee report 19 January 2017	The Tollesbury Neighbourhood Plan evidence gathering phase is progressing well. The Rural Community Council of Essex (RCCE) is assisting on a Housing Needs Survey. The next stage for the Neighbourhood Plan will be the drafting of the policies.
Who is preparing the plan?	Tollesbury Parish Council
Indication if housing will be allocated in plan?	The Parish Council recognises that Tollesbury is a sustainable village with potential for housing, which if allocated would be on the western side of the village.

The Chairman advised the Parish Council had responded to the Maldon District Local Development Plan Consultation and had submitted the comments by Cllr Crees.

Cllr St Joseph reported he had asked the Maldon District Council Planning and Licensing Committee for clarification and would report back to the Parish Council.

4. Next Meeting

The next meeting of the Neighbourhood Plan Committee would be held on Wednesday 24th May 2017 commencing at 7.30pm to discuss Marine.

The meeting closed at 9.05pm.