

# TOLLESBURY

## NEIGHBOURHOOD PLAN



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Notes of the meeting of Tollesbury Neighbourhood Plan Steering Group held on Thursday 12<sup>th</sup> August 2021 commencing at 7.30 pm via Zoom.

**Present:** Roy Clare (RC), David Hillyer (DH), Gail Norton (GN), Sue Palmer (SP), Simon Plater (Chairman), Andrew St Joseph (ASJ), Emma Stephens (ES)

**Admin:** Michelle Curtis (MC)

Simon Plater, and Andrew St Joseph are members of Tollesbury Parish Council.

Emma Stephens is a Maldon District Councillor

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The meeting opened at 7.30 pm.

1. **Apologies for Absence**

There were apologies for absence from Roger Lankester and Simon Lewington.

2. **Committee Members**

Agreed that Roy Clare and Emma Stephens would join the Neighbourhood Plan Steering Group.

3. **Notes from the Previous Meetings**

The notes from the previous Neighbourhood Plan Meeting held on 11<sup>th</sup> February 2021 were agreed as a true and accurate record of the meeting.

4. **Neighbourhood Plan**

4.1 **Planning Consultant**

The Chairman reported that he had spoken to Andrew Cann regarding the letter received from Maldon District Council (MDC) dated 11<sup>th</sup> June 2021 (Appendix A) to seek his views of the following four options suggested by Matthew Winslow. Strategy, Policy & Communications Manager – MDC:

- 1) To carry on with your current Neighbourhood Plan preparation timetable, on the understanding that:
  - o the Neighbourhood Plan preparation process may be overtaken by the LDP Review, in particular, regarding housing development allocations;
  - the Neighbourhood Plan, as a whole, or just certain policies may have a shorter lifespan than you have originally anticipated and may become out-of-date once the LDP Review starts to carry weight and is finally adopted in the second half of 2023; and

- an early review of the Neighbourhood Plan may otherwise be needed by the Parish Council to ensure the Neighbourhood Plan remains in conformity with the LDP Review and is able to continue to be effective in informing planning decisions in the Neighbourhood Area.
- 2) To moderate any growth policies in your draft Neighbourhood Plan to make them more flexible and adaptable at accommodating possible changes arising from the LDP Review.
  - 3) In accordance with Paragraph 104 of Planning Practice Guidance (Reference ID: 41-104-20190509) the Parish Council could request an 'indicative housing requirement figure' from Maldon District Council and include housing allocations to deliver this requirement in the Neighbourhood Plan. This figure would need, in turn, to be tested at the examination of the Neighbourhood Plan. This would give the Parish Council more control over the location of housing allocations in the Parish, subject to evidence.
  - 4) Pause the Neighbourhood Plan until at least Spring 2022 when the LDP Review's Preferred Strategy will be clearer and abortive work by the Parish can be minimised.

The Chairman stated that the letter from MDC advised that there is a 3.26-year housing supply which is a huge drop, and this could get worse. This leaves all parishes in the district very vulnerable.

Andrew Cann suggests that we should proceed with option 1 as quickly as possible and we should ask MDC to give us some indicative figures which may give some indication as to whether they are considering a more dispersed plan than they had before.

RC suggested that the Gladman land was designated for renewal energy. The Chairman reported at a previous meeting with MDC it had been suggested that the land was zoned and they advised that the land already had protection under their Local Development Plan.

**Action:** to be raised with MDC.

Tollesbury Climate Partnership (TCP) has formed in the Parish and there could be some overlap with the Neighbourhood Plan.

#### **4.2 Maldon District Council – Local Development Plan**

**Action:** Chairman to respond to the letter from MDC as follows:

- 1) The Steering Group will continue with the Tollesbury Neighbourhood Plan
- 2) Ask MDC for any prediction on housing numbers

#### **4.3 Next steps**

Agreed to proceed with the NP as quickly as possible

The Chairman reported that Andrew Cann would be working on the draft NP week commencing 23<sup>rd</sup> August 2021. Andrew to work on new draft NP with proposal to the Steering Group by end of the month.

Chairman to write to MDC as per item 4.2.

DH suggested communicating to the village on a regular basis.  
The following was suggested:

- Village open day – NP Update
- Update on the Parish Council Website
- Newsletter distributed to all households.

It was agreed a newsletter would be the preferred option.

**Action:** Chairman and DH to prepare the newsletter.

**5. Next Meeting**

Next meeting - Thursday 14<sup>th</sup> October 2021.

Andrew Cann to be invited to attend the next meeting.

The meeting closed at 8.45 pm.