

TOLLESBURY

NEIGHBOURHOOD PLAN



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Notes of the Tollesbury Neighbourhood Plan Steering Group meeting held on Thursday 14th October 2021, commencing at 7.30 pm via Zoom.

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

Admin: Michelle Curtis (MC)

Also present: 1 Member of the public

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

Emma Stephens is a Maldon District Councillor

The meeting opened at 7.30 pm.

1. **Apologies for Absence**

There were no apologies for absence.

2. **Notes from the Previous Meetings**

2.1 **Meeting 12th August 2021**

The notes from the Neighbourhood Plan Meeting held on 12th August 2021 were agreed as a true and accurate record of the meeting. Unanimously agreed.

2.2 **Meeting 16th September 2021**

The notes from the Neighbourhood Plan Meeting held on 16th September 2021 were agreed as a true and accurate record of the meeting. Unanimously agreed.

3. **Neighbourhood Plan**

3.1 **Meeting with Maldon District Council**

The Chairman reported that ES, MC and himself had attended a virtual meeting with Anne Altoft-Shorland, Lead Specialist – Local Plans, Maldon District Council (MDC).

- The housing supply is no longer robust, and MDC is currently reviewing their Local Development Plan (LDP)
- MDC cannot give Tollesbury the exact numbers for any housing allocation in Tollesbury, and it may take some time to agree on the allocation.
- MDC is looking at taking a different approach this time concerning housing allocation. Previously the housing was allocated to strategic areas, and it is possible the housing will be spread around the district.
- Anne felt that MDC's windfall policy required quite a bit of work and more definition.
- Anne advised she had visited Tollesbury and felt it was not as isolated as she had initially thought.
- There was discussion regarding the Tollesbury NP, and Anne advised that it would be likely that the housing allocation from MDC would be more than what is being proposed in the Tollesbury NP (30 houses).
- MDC may look to have a 20-year LDP rather than 15 years as per the previous plan.
- Anne recognised that Tollesbury is a very sustainable village.
- Anne advised that any NP that was in progress or had been 'made' would be out of date because of the status of the MDC LDP.
- Anne stated that she would be willing to assist Tollesbury as much as she could and understood the frustrations of the Neighbour Plan Steering Group (NPSG) with the service they had received from MDC.
- Any housing which had already been granted planning approval will not be included in the housing numbers.
- Anne was concerned regarding the selection criteria "Call for Sites". Her concern was that the criteria might not be planning robust. The Chairman reported that MDC had previously been happy with the assessment which was carried out.
- During MDC's recent "Call for Sites," some Tollesbury sites have come forward, and most of them have met MDC's criteria for being included in the LDP.
- Anne offered to share any documents with the NPSG, i.e. site surveys, traffic surveys.
- Anne feels that the Housing Needs Survey carried out in 2017 may need to be refreshed.
The Clerk confirmed that the RCCE carried out the last survey, which cost £1,900.
The Steering Group discussed whether there was a need for the Housing Needs Survey to be carried out again.
RC suggested that should the decision be taken to redo the survey; consideration was given to providing the survey in a digital format.
Action: Clerk to obtain a quotation from the RCCE and determine whether the survey could be available digitally.
- ES advised that MDC is working on a six-phase project plan and is currently on phase two (consult on issues and options). The next phase is scheduled for next summer. The project plan indicates that the MDC LDP will be adopted in 2023.

- Anne stated that it is important to have further conversations with the NPSG, and another meeting with Anne has been arranged for 20th October 2021 at 2.00 pm. The Chairman, ES, DH and MC to attend.

It was reported that the landowner in North Road is working with a Land Promoter, and it is understood that they will be submitting a planning application before Christmas. If MDC approved the development in North Road before the NP was made, this would make the proposal in the Tollesbury NP document for 30 houses in North Road out of date.

The Steering Group agreed that it was important to communicate with the village to give an update on the Tollesbury NP and the situation at MDC. It was agreed to distribute a leaflet to each household. A village meeting would be held early 2022 once further information had been received from MDC.

Action: Chairman to draft leaflet and circulate to members for comments.

3.2 Traffic Assessment

A quotation had been received from Intermodal Transportation for a traffic assessment on North Road - £1,450 + VAT.

Given that the Land Promotor for North Road had also commissioned road surveys, it was agreed not to proceed at this stage.

4. Next Meeting

Thursday 11th November 2021 – 7.30pm via Zoom

The meeting closed at 9.38 pm.