

TOLLESBURY

NEIGHBOURHOOD PLAN



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Notes of the Tollesbury Neighbourhood Plan Steering Group meeting held on Thursday 11th November 2021, commencing at 7.30 pm via Zoom.

Present: Roy Clare (RC), David Hillyer (DH), Simon Lewington (SL),
Simon Plater (Chairman), Sue Palmer (SP), Andrew St Joseph (ASJ)

Admin: Michelle Curtis (MC)

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 apologies for absence from Gail Norton (GN) and Emma Stephens (ES).

2. Notes from the Previous Meetings

Meeting 14th October 2021

The notes from the Neighbourhood Plan Meeting held on 14th October 2021 were agreed as a true and accurate record of the meeting. Unanimously agreed.

3. Neighbourhood Plan

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

The Chairman gave an overview of the meeting with Anne:

- The points raised in the previous notes (14th October 2021) still apply.
- Timescales are still as proposed – they do not think there would be a 'made' plan until 2023.
- Given the current position, Anne felt that most neighbourhood plans would be outdated if they refer to housing and need to be reviewed given MDC's possible new position.
- The national planning scene is still very fluid in terms of government numbers.
- Anne pointed out that Tollesbury's Housing Needs Survey was out of date and thought the NP Steering Group should consider having it refreshed at

some point in time. Anne's view was that doing the survey now could be a waste of money given possible changes with the Government and MDC. Anne suggested that the survey be held off for the moment.

- The number of people working on the Local Development Plan at MDC had increased, and they have now employed eight people to take their plan forward. A 'mapping person' has been employed to provide more comprehensive maps for the district.
- Anne was very complimentary of what the NP Steering Group had done so far, which is very encouraging.
- Anne is willing to provide us with various data (once ratified) that MDC hold which would help progress the Tollesbury Neighbourhood Plan.
- Anne advised that there are some national statistics that she uses that relate to the existing population and help calculate housing numbers. If MDC uses this criterion, we could expect between 100 and 125 houses based on the present numbers. MDC has not agreed to this, but Anne felt she should make us aware. Housing numbers are still to be worked on and decided by MDC.
- MDC have carried out their sustainability assessment of parishes in the district, and Tollesbury is in position five after Maldon, Heybridge, Burnham and Southminster.
- Anne recognised that the west end of the village was the most suitable area for future development.
- Anne indicated that we might have the housing numbers for Tollesbury by Spring 2022.

The NP Steering Group agreed to continue to move forward with the plan:

- Work and develop existing policies excluding housing.
Action: Chairman to discuss further with Andrew Cann, Planning Consultant.

The Chairman reported that the Clerk had obtained the quotation from the RCCE to re-run the Housing Needs Survey, which would cost between £1,752.50 and £4,302.50 excluding VAT depending on the response rate percentage. If RCCE is appointed to do the survey, the earliest they can do it is February 2022.

After discussion, it was agreed not to proceed with the Housing Needs Survey at this stage.

A leaflet has been finalised to be distributed to each household to give residents an update on the NP. The leaflet will be ready for distribution the following week.

It was agreed to reassess the position in January/February 2022 and have a further meeting with Anne.

4. **Next Meeting**

Date to be confirmed.

The meeting closed at 9.00 pm.