



## Tollesbury Neighbourhood Plan

Notes of the Tollesbury Neighbourhood Plan Steering Group meeting held on Thursday 26<sup>th</sup> May 2022, commencing at 7.00 pm via Zoom.

**Present:** Roy Clare (RC), David Hillyer (DH), Simon Lewington (SL), Simon Plater (Chairman), 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 7.00 pm.

1. **Apologies for Absence**

There were apologies for absence from Sue Palmer (SP).

2. **Notes from the Previous Meetings**

**Meeting 11<sup>th</sup> November 2021**

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

3. **Neighbourhood Plan**

**3.1 & Maldon District Council (MDC) – Local Development Plan (LDP) and  
3.2 Tollesbury Neighbourhood Plan**

Cllr Stephens advised that MDC are working on the LDP. There is no new information to report.

The Chairman stated that we are still in the position where we are open to any development and are fortunate that no applications have been lodged.

The Chairman reported that an informal meeting had been held with the Developer for the land south of Carrington Farm. The Developer had produced a proposal, but no formal planning application has been submitted at this stage.

The proposal was for approx ninety-seven houses on the land south of Carrington Farm. This land has been allocated for a much smaller development, approx thirty houses in the Tollesbury Neighbourhood Plan.

Several issues with the proposal were mainly the housing number, access to the site, and the housing mix.

There has been no further communication with the Developer since the meeting.

RC questioned the Developer at the meeting about the safety and practicality of the Back Road and North Road, as these be the only access to the proposed site. The Developer asserted that surveys had been undertaken to demonstrate feasibility, but RC responded that the results did not appear to fully reflect how busy and narrow the road is, nor the extent of on-road parking. If an application to the site is lodged, access to and from the site would be a key issue.

### **3.3 Housing Needs Survey**

The Neighbourhood Plan Steering Group (NPSG) had a lengthy discussion regarding the need for an updated Housing Needs Survey.

At the NPSG meeting on 11<sup>th</sup> November 2021, it was minuted that Anne Altoft-Shorland, Lead Specialist – Local Plans, Maldon District Council (MDC), had stated that doing the survey at that stage could be a waste of money given possible changes with the Government and MDC. It remains unclear when a draft of a new LDP will be available from MDC.

The Chairman reported that the Parish Council had recently discussed whether there was a need for a new Survey; and the timing of it.

Councillors recognised that the existing Survey is now several years old, and that an update would be appropriate. Additional issues needed to be reflected in the Neighbourhood Plan, potentially including climate change, sustainability, and community-led housing/affordable housing.

There was an agreement by Councillors that a further Survey should be carried out, subject to advice from the NPSG on timing. The cost would be covered from the Neighbourhood Plan earmarked fund.

The Chairman also advised that the Parish Council has been in discussion with Tollesbury Climate Partnership (TCP) and would want them involved in what sort of questions need to be asked.

The quotation on the re-run of the Housing Needs Survey plus an additional A4 page for climate change had been received from the RCCE. The cost is as follows:

20% response - £1,838.46 plus VAT  
25% response - £2,007.45 plus VAT  
30% response - £2,176.44 plus VAT  
50% response - £2,852.40 plus VAT  
100% response - £4,542.31 plus VAT

The Chairman commented that if there was evidence of an increased demand to provide affordable housing for the village, this could be done via an exceptions policy. The survey would help to identify the need of the village.

RC stated that specific new information on Affordable Housing and Community-Led Housing and local case-studies within the County are now available via the RCCE website, which could help to build understanding and share knowledge. RCCE also offer the advice of their expert, Laura Atkinson, who could be invited to a meeting

In relation to climate change, concerns were raised with regards to flooding, particularly around the industrial area.

The Chairman reported that the Parish Council are meeting David Kemp from the Environment Agency at the end of June 2022. The NPSG was invited to attend the meeting.

RC suggested that to prepare for a further Survey, it would be an idea to work with partners, such as TCP, to prepare a contextual strategic plan for climate change, sustainability, light industrial investment, and community-led housing.

The NPSG agreed, in principle, to prepare for a new Survey but to seek further information before deciding on the timing.

**Actions:**

- To ask Anne for a further update on the position with regards to re-running the Housing Needs Survey
- ES to ask Anne about the current position on the exceptions policy
- The Chairman agreed to have a stand at Tollesfest to engage with residents and update people informally on the progress with the NP
- Initiate a contextual strategic plan, to pave the way for an updated Survey, working with various groups in the village, including TCP
- Collect new questions for inclusion in the Survey once it is commissioned
- Respond to the Parish Council to advise that the NPSG would like to proceed with the survey, but timings need further consideration
- DH to start informal discussions with local businesses in the industrial area
- To explore Community-Led Housing further, including seeking a meeting with Laura Atkinson of RCCE
- ES to liaise with MC to arrange a further meeting with Anne.

MC reported that the RCCE are holding a Community-Led Housing Online Event on Monday 13<sup>th</sup> June 2022. MC would circulate information to NPSG.

**4. Next Meeting**

MC to arrange a meeting week commencing 8<sup>th</sup> or 16<sup>th</sup> August 2022.

The meeting closed at 8.47 pm.

