



Tollesbury Neighbourhood Plan

Notes of the Tollesbury Neighbourhood Plan Steering Group meeting held on Thursday 20th October 2022, commencing at 7.30 pm in the Pavilion.

Present: Roy Clare (RC), David Hillyer (DH) – 8.08pm, Gail Norton (GN), 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.

The meeting opened at 7.30 pm.

1. **Apologies for Absence**

There were no apologies for absence.

On 8th August 2022, Emma Stephens resigned from the Neighbourhood Plan Steering Group (NPSG) due to a change in the Code of Conduct. Membership of a Neighbourhood Planning team is an "Other Registerable Interest". This means that opportunities to speak and vote at meetings on some Tollesbury planning applications or Tollesbury planning matters in general could be restricted.

2. **Notes from the Previous Meetings**
Meeting 26th May 2022

The notes from the Neighbourhood Plan Meeting held on 26th May 2022 were agreed as a true and accurate record of the meeting. Unanimously agreed.

The specific 'actions' listed in the notes were discussed. In the continued absence of a published LDP in Maldon District, the group noted the risk of development in Tollesbury that might not meet the needs and aspirations of residents. Specifically, the preferred locations for further development in the village are generally to the west, not to the east, because of congestion on the road network in the village. The housing mix in any development needs to favour 'affordable' housing; 'community-led housing' could be an important component of that. In addition, the group thought it significant to collect information about renewables and other measures related to climate change.

Since the last meeting of the NPSG some members of the Parish Council and NPSG had attended a meeting with Laura Atkinson from the RCCE. Laura gave a

presentation on Community Led Housing and would be happy to attend a public meeting to give a presentation to residents.

3. Neighbourhood Plan

3.1 Maldon District Council (MDC) – Local Development Plan (LDP)

The Clerk advised that she had requested an update from Anne Shorland-Altoft at MDC but had not received a reply.

The Chairman reported MDC provided little information MDC on the progress of the LDP.

3.2 Housing Needs Survey

DH arrived at the meeting

The Chairman reported that the Parish Council would be supportive if the Neighbourhood Plan Steering Group (NPSG) wished to re-run the Housing Needs Survey.

In an email dated 10th August 2022, Anne Altoft-Shorland from MDC, advised:

"There is nothing wrong with you carrying out a survey because it helps to find what we call hidden households in terms of affordable housing need, self-build/custom build need and starter home need. This can then help shape your policies or if you want to bring a site forward as a parish council or in partnership with someone such as an affordable housing provider then this would inform your housing mix. It can also inform any planning applications that come in and lets developers know what your housing mix could be so helps you and the council work with them to deliver your housing needs. Its also an opportunity to try and encourage anyone you find on your assessments to think about putting their name down on the housing register if they qualify to do so, sometimes hidden households don't know they can or they have a reluctance to do so because its difficult to get a home. We could only use the findings in terms of housing allocations if Tollesbury was not a place chosen to have a growth allocation and then you wished to go on and allocate a site above our housing requirement which you can do if you wish. The census 2021 information is starting to be published, the first set of data is out and available online, it doesn't go down to parish level but by the autumn they may have published additional data that you will be able to use and input into your data. NOMIS online has some useful information on census data but it's all 2011 at the moment".

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 Committee agreed that to progress the Neighbourhood Plan, a re-run of the survey. The suggested time for the survey is January 2023, if the RCCE can accommodate.

It was important to work with Tollesbury Climate Partnership (TCP) as they would like to include questions in the survey. The Clerk advised that TCP are meeting on 11th November 2022, when they will discuss the survey.

The Steering Group agreed to move forward as follows:

- 1) To make a recommendation to the Parish Council to approve the re-run of the Housing Needs Survey.
- 2) Put together a contextual strategic plan
- 3) A member of NPSG to attend the TCP meeting on 11th November 2022.
- 4) Arrange a meeting with Laura Atkinson from the RCCE to discuss the survey and the additional items of Community Led Housing and Climate Change
- 5) Arrange a public meeting in January 2023 for residents to receive a presentation on Community Led Housing
- 6) Run the survey mid/late January 2023.

The NPSG agreed to consider its composition and membership to ensure that it remains properly representative; and that the time to do that would be to coincide with the proposed public meeting.

4. Next Meeting

MC to arrange a meeting with Laura Atkinson – RCCE end of November 2022.

The meeting closed at 8.46 pm.

Additional information received after the meeting from DH:

I had a very engaging conversation with Matt Gibbons, principle of Gibbons Engineering Group Ltd.

Matt is very concerned about flooding. His first concern is run-off from the village, which threatens his premises. They have constructed a significant partial perimeter wall around the eastern side of their site, which also continues along the road verge, to encourage drainage from the village to channel through a rather inadequate gully alongside the road — heading downhill.

The adjacent field, which I believe belongs to Hardy-King, often becomes waterlogged in the winter, and without the protection of their perimeter wall, their premises would often be feet deep in water. He has photographs of the flooding on his site, which he has passed onto me.

The double risk of high surge tides is also of concern to him.

I explained my interest prompted through the TNP group. He would be very happy to engage in any conversations around this matter.

Matt Gibbons would be a very logical person to join the TNP group.

I verbally passed all of this information on to Simon at the end of August and also shared the photos with him.

Additional information received after the meeting from Anne Altoft-Shorland by email on 25th October 2022:

At the moment the LDP review is on pause in terms of moving forward the timeline of the project. We didn't get any further than assessing the comments from the Issues and Options Document and these have not been back to Council yet. This is because Members want to review the methodology of the review. There is a report going to Council on 3rd November, the papers for it are going out today I think. I don't know what is going to happen but we are still working on the background evidence so as its produced and agreed it will be going up onto the Councils website and we can share it with you.