

**SAFFRON WALDEN NEIGHBOURHOOD PLAN MEETING**

**TUESDAY 9<sup>TH</sup> JANUARY 2018**

Cllr Mike Hibbs* (Chair)	Douglas Kent
Lisa Courtney (Town Clerk)	Sharon Morris
Cllr Sam Goddard	Isabella Warren
Jane Gray	Tom White

<b>Ref</b>	<b>Narrative</b>	<b>Action</b>
1	<p><b>Apologies for Absence</b></p> <p>Apologies were received from Cllr Sara Eastham, Cllr Richard Freeman, Judith Rodden, Stephen Rapkin and Dan Starr</p>	
2	<p><b>Minutes of the Last Meeting</b></p> <p>Minutes of the last meeting were agreed</p>	
3	<p><b>Matters arising from Minutes of the last meeting</b></p> <p><b>Walden School</b> - Douglas – advised that submissions for future management of the school had all been presented and were being evaluation with a decision expected March 2018. Sharon advised that likely sports clubs would be able to gain access to facilities soon.</p> <p><b>Active Uttlesford</b> – Jane advised that she is now a member of this group and new consultants are working on new sports strategy as part of the UDC Local Plan.</p> <p><b>Heritage &amp; Character Assessments</b> – Lisa updated re AECOM and that details had been sent to them of HCA carried out to date; they were impressed with the quality of work completed by NP members and volunteers. Thanks were recorded to Bruce Tice for his help, support and training given to NP Members</p> <p><b>Drop Box Account</b> – Noted that Dan had removed photos and these were now stored by him on a memory stick, providing more space on the Drop Box account. It was agreed to purchase an external hard drive for the NP team for storage of this info.</p>	<p>Lisa to write letter of thanks to Bruce Tice on behalf of NP Team</p> <p>Lisa to purchase external hard drive</p>

Signed as a true and accurate record .....

Minutes of Neighbourhood Plan Meeting 9<sup>th</sup> January 2018

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4	<p><b>Planning Matters</b></p> <p>No further update was available and noted that a new timetable for delivery of the Local Plan was awaited from UDC</p>	
5	<p><b>Conservation Area Appraisal</b></p> <p>Lisa advised that the Conservation Area Appraisal and proposals will be considered at the UDC Cabinet meeting on 11.01.18. She further advised on a useful meeting held on 9.1.19 with Angharad Hart (UDC conservation Officer) regarding this document and the implications of including the cemetery within the conservation area.</p> <p>Mike gave an update regarding the Local Listing, noting that the Article 4 Direction removes permitted development rights. It was agreed to add the gates at Walden School to the NP list of properties for Local Listing – Douglas agreed to do this.</p>	<p>Douglas to write further to Anghard Hart as detailed</p>
6	<p><b>Plan Progress</b></p> <p>The group focussed on the document provided from Rachel Hogger being the SW NP emerging framework from 15<sup>th</sup> July 2017.</p> <ul style="list-style-type: none"> <li>a) TPO – David Corke has offered to progress.</li> <li>b) Isabella to advise a date for arts meeting</li> <li>c) East / West Relief Roads – there needs to be a policy determined by SWTC and the Town Council needs to give direction to the Neighbourhood Plan team on this. There was recognition that there were a number of mixed views on the benefits of an east / west relief road and that the Town Council needed to provide direction as this would inform any emerging policies from the Neighbourhood Plan. Mike Hibbs agreed to speak further with the Mayor regarding this matter and that likely it would come before SWTC formally as an agenda item for discussion.</li> <li>d) Roads and getting around - Noted that Paul Godard runs the Walking groups in Saffron Walden and that perhaps Paul and George Turner may be able to help with the review and audit of paths and footpaths in SW. Mike agreed to speak further with them both</li> </ul>	<p>Mike to speak with the Mayor &amp; c/fwd to future SWTC meeting</p> <p>Mike to progress</p>

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	<p>e) Heritage &amp; Arts – agreed that this should be split into 2 groups and Douglas offered to lead the Heritage element and Isabella would lead the Arts element. Isabella proposed next meeting of this group for Tuesday 13<sup>th</sup> February.</p> <p>f) Green Infrastructure – Noted there were some good policies from the new BS NP and these could be considered for SW. Sam advised that there had been meetings and that a number of draft policies were being considered; it was noted that these needed to be added to the framework document. Sam further advised that notes are to follow from the group meeting held in December 2017</p> <p>g) Sports, Leisure and Art – Agreed that more policies were required and there should be some which support the installation of outdoor gyms and play equipment. All recognised the importance of having inclusive policies which considered all ages and possible sites for further provision.</p> <p>h) Housing – no update at the present time – Jane expressed an interest in assisting further with this group</p> <p>i) Business Team – Currently no team lead which needs to be addressed. Noted that Sara Eastham had previously expressed an interest in joining this group and may be interested in leading the team. Mike noted that the BID has some draft policies and these needed to be shared with the NP Team. Next meeting set for Tuesday 16<sup>th</sup> Jan at 7pm</p> <p>j) Health – Mike has some new proposed policies which need to be included on the framework document</p>	<p>Sam to provide details to Lisa</p> <p>Mike to obtain from BID</p> <p>Mike to provide details to Lisa</p>
7	<p><b>Any other business</b></p> <p>Mike noted re concerns expressed by the Mayor regarding S106 agreements and that perhaps the Housing Team could look to include policies relating to enforcement or trigger points so that developers do deliver community facilities at the correct times.</p>	<p>Housing group to note for poss policy on this</p>
8	<p><b>Next Meeting</b></p> <p>Agreed as being Tuesday 30<sup>th</sup> January 2018, 7pm Council Chamber.</p>	

Meeting closed 8.50pm

Signed as a true and accurate record .....

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