

## SAFFRON WALDEN NEIGHBOURHOOD PLAN TEAM MEETING

TUESDAY 28<sup>TH</sup> FEBRUARY 2017

Cllr Mike Hibbs* (Chair)	Cllr Keith Eden
Sue Flynn	Paul Gadd
Cllr Sam Goddard	Cllr Sharon Morris
Stephen Rapkin	Coby Richardson*
Dan Starr*	Douglas Kent
Isabella Warren	Tom White

\*Present

In attendance: Sue Belo, Saffron Walden Town Council (taking minutes)

### 1. Apologies for Absence

Apologies were received from Lisa Courtney, Keith Eden, Sue Flynn, Sam Goddard, Douglas Kent, Sharon Morris, Stephen Rapkin and Tom White.

### 2. Minutes of the Last Meeting

Minutes of the last meeting were agreed.

### 3. Matters Arising

**Hastoe Visit** – A visit to Wimbish has been organised for 8<sup>th</sup> March – all to meet at Emson Close at 10.00am. If anyone else would like to go then they should contact Sue Belo.

**Industrial Archaeology:** Mike still to contact Tony Crosby.

### 4. Planning Matters

The Housing Bill has had an amendment passed by the Lords which allows conditions to be set by local planning authorities as long as they are in line with the NPPF. People can comment on the new Housing White Paper until early May.

Uttlesford has redesigned its website so that the Background Studies are listed under different sections.

### 5. Team Updates – Objectives and draft policies

#### Transport

Dan Starr presented a paper on draft policies for Roads and Getting Around which has been circulated to the Transport team. Sue to send Dan questionnaire results to include in the narrative. Also, Dan needs to add the Evidence Base as a formal list of relevant studies.

Action: Sue to send Edwin Leigh copies of the draft Transport policies for comment. Dan will review and reissue for Sue to circulate to all team members.

**Action:** Dan to redraft following feedback from Transport team and Sue to circulate to other team members.

## **Health**

Mike presented the draft policies for Health. He agreed to rewrite and incorporate all the points in one document with an introductory narrative, and to add the Evidence Base, i.e. documents and studies consulted.

Dan commented that promoting a healthy lifestyle must also be important.

It was acknowledged that there is a problem of us being at the northern-most tip of Essex.

The Ambulance service also needs to be looked at in more depth.

**Action: Mike** to redraft.

## **Arts & Heritage**

Mike presented the revised policies for Arts & Heritage. Douglas Kent has made comments that need to be incorporated. It was agreed that Mike would look at expanding the narrative for Arts & Heritage and that Sue would look at incorporating Douglas's comments.

**Action: Mike and Sue** to revise

## **6. Policy Writing Groups**

Mike explained that the idea of policy writing groups was to progress the actual writing of the policies so that the meeting of 14<sup>th</sup> March would be to go through the policies and decide on what policies should go into each section.

## **7. Community Engagement Programme**

**Consultation Days:** The consultation will now be held on 5<sup>th</sup>, 6<sup>th</sup> and 7<sup>th</sup> May at the Town Hall as Sue Belo has to have a knee operation on 10<sup>th</sup> March.

The posters have been circulated to all team members and need feedback so that they can go to the designer as soon as possible. Mike Hibbs said that he felt it was not too important to ensure that the questions were comprehensive but that they would form a basis for discussion and feedback. There was a discussion about having the consultation as an external event but it was agreed that it would be impossible to have an extensive exhibition in this way. It was noted that it would be important to ensure the event was well advertised. Sue Belo said that she had planned to put advertisements in the local press and Coby Richardson suggested that the events could be advertised via Facebook and Twitter on some of the mums' groups pages too.

NB We are able to have a Neighbourhood Planning gazebo at the Armed Forces Day being held on the Common on 24<sup>th</sup> June.

## **8. Next Meeting**

The next meeting will be held at 7pm on Tuesday 14<sup>th</sup> March 2017 when a policy writing workshop will be held. Jon Rooney of AECOM is to be invited to discuss the Heritage and Character Assessment either at that meeting or the following meeting on 4<sup>th</sup> April 2017.