

Neighbourhood Plan Meeting WEDNESDAY 11 MARCH 2020 19:30 hrs

Present: David Willingham (DW) Howard Hollands (HH)
 Alan Routledge (AR) Mark Hughes (MH)
 Dave Burge (DB)

1. Minutes from the previous meeting on 19th February approved.
2. Apologies for absence from Mellisa Hewitt.
3. Alec Scragg from A R Urbanism had sent over a number of emails to DW after his visit. DW to forward to the group.

DW
4. Edward James of Historic England has confirmed his visit on 12th March. AR, DW to attend.

DW
5. No further updates were available for either the PC Newsletter or the HNA.
6. DB is still working on getting the contact details for the identified community groups. DB stated that some were reluctant to share contact information without further information regarding the NPSC intentions. DB to continue to gather contact details.

DB
7. There were no further businesses to add to the list of local businesses produced by MH.
8. The NPSC discussed the owners of the land surrounding the village. These were deemed to be; the daughters of the MacMillan family Karen Rose and Jackie Ward, John Pease, Chris Hill, Edward May, Mark Hughes, Chris Buckingham, Paul Yabsly (Brooks Farm), Gladwish, The Braintree Golf Club, Michelle Wright (Brooks Bungalow), Gulls Meadow, Whiteheads, Dixon Smith, Brooks Nature Reserve, Stisted Hall, Mr Sillet, plus the landowners details in the land registry searches acquired previously by MH. MH to provide email or street addresses where possible so they can be contacted directly regarding the request for sites. DW to draft letter / email for NPSC approval before contacting the landowners directly

DW, MH
9. Greenspaces - MH to produce an A1 map of the parish with the greenspaces clearly identified with the intention of using this for display at the next open meeting.

MH

Neighbourhood Plan Meeting WEDNESDAY 11 MARCH 2020 19:30 hrs

10. DW to collate views received from parishioners and send over to Chris Jackson at Liz Lake.

DW

11. No progress had been made regarding the SEA. Hopefully the meeting with Edward James of HE will provide some clarity.

12. The written element of the NP introduction, "Finding Stisted" has been finalised by HH. HH is in the process of selecting images for use within the document.

HH

13. DW stated that the A120 traffic data had been received from Melissa Hewitt. Data to be reviewed and compared to other sources at a later date.

14. SWOT Analysis. DW recalled that this was included in a PC newsletter quite some time ago and that there were no responses from the public. DW to review the SWOT analysis performed at previous meetings, both closed and open which should be available in the NPSC archives. It was suggested that it might be possible to have a SWOT analysis sheet for the public to complete at the next open meeting.

DW

15. It was decided to discuss the proposed heritage analysis with Edward James from Heritage England during his visit. HH volunteered to handle the analysis. It was suggested that the NPSC drew up a list of locally valued heritage assets for the public to comment on and add to at the next open meeting. AR stated he had a list of listed buildings and others which could provide the beginnings of the list, but that there were a number of buildings with significant heritage which were not listed.

AR, DW, HH

16. Outstanding project tasks; air quality data. DB to contact the P.A.I.N. incinerator group to ascertain if they have data that the NPSC could use.

DB

17. Outstanding project tasks; biodiversity - AR has the data from the National Biodiversity Network website in spreadsheet format. AR to review and attempt to make the data presentable for the next open meeting. DW to contact the management team for Brooks Nature reserve and also the Badger Trust to enquire if they have any biodiversity data which they can share with the NPSC.

AR, DW

Neighbourhood Plan Meeting WEDNESDAY 11 MARCH 2020 19:30 hrs

18. Outstanding project tasks; parishioners questionnaire - DW had not made any progress with the parishioners questionnaire review. It was suggested that this could be another element to be included in the next open meeting.

DW

19. Public meeting - it was decided that the dates for the next public meeting would be Wed 13th May and Sat 16th May, to be held at the Montefiore. These dates were provisional and need to be confirmed.

20. Public meeting - it was suggested that due to the volume of information that needed to be put on display that the two display boards that were used at the most recent open meeting would not be sufficient. MH stated he might be able to procure more.

MH

21. DW suggested that in order to progress both the grant and the public meeting that the NPSC should be split into two groups each covering one task. DB, MH to coordinate the open meeting, HH, DW and Katherine Hughes to work on the grant application.

22. Public meeting - in summary the aims of the next open meeting are to display the evidence gathered to date, along with some example policies based on said evidence, the policies being suggested by the NPSC for general feedback and comment from the public. Opportunities for public engagement will be provided through the greenspaces maps, SWOT analysis, locally value heritage assets, and suggested policies. All evidence and any other relevant information is to be published on the NP website as early as possible to allow the public time to consider the data and formulate any questions that they may have prior to the public meeting. DW to update the website as and when required.

DW

23. MH offered to print out an OS Map with the heritage assets identified by AR to date marked on it.

MH, AR

24. It was suggested that an allowance be made for the printing performed by MH in the next grant application.

25. Next meeting date to be agreed over email.