

SAFFRON WALDEN NEIGHBOURHOOD PLAN TEAM MEETING

TUESDAY 4TH APRIL 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, 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

Education: Apparently, Essex CC is grouping SWCHS and JFAN together for the purposes of planning. It was agreed that we need a better understanding of the situation and it was suggested that Mark Hayes, the Chair of Saffron Trust be invited to the next meeting. Saffron Trust has been awarded Manor Oaks, the new primary school on the land behind Tesco but apparently, there is only room for a 1FE school whereas a 2FE school is required. Manor Oaks is now opening in 2018/2019.

Action: Mike Hibbs to provide Sue with contact details
Sue to invite Mark Hayes to the meeting of 25th April.

Website: Dan Starr said that he was perfectly happy to arrange for the website to be transferred to Force 36. It was agreed that the decision should rest with the Town Council.

Action: Dan to liaise with Lisa Courtney.

4. Planning Matters

Charity Shops: There was a discussion about charity shops as an eleventh shop (Save the Children) is opening in the town. The question was asked as to whether the Neighbourhood Plan should try to limit the number of charity shops or restrict them to only certain areas. It was agreed to investigate this further. It was acknowledged that overall policy on charity shops is made by government and that they fulfil a key role in helping with recycling and enabling charities to obtain further funding to support those in need, especially the NHS. [NB Lisa Courtney believes that it is possible to have a supplementary planning policy which restricts the percentage of non-retail in streets with primary frontages.]

De Vigier Avenue: This has been earmarked as a wildlife area and the NP team's comments on the SLAA were that this land is unsuitable for housing. It was agreed a letter

should be sent to UDC restating our position.

Action: Sue Belo to write to Sarah Nicholas

Little Walden Road/Lime Avenue: Gladman and Persimmon have submitted new planning applications even though Gladman has gone to appeal on the previous application.

5. Spatial Strategy

There was a debate on the spatial strategy and how this should be presented at the Consultation. It was agreed that Option B should be amended to include development to the south as an alternative to the east but that no map should be included to avoid confusion. It was agreed to have a map of the SLAA to show people but that there was a danger of it diverting attention from the key issues. Mike Hibbs pointed out that our consultation feedback would provide evidence and vital feedback on the Local Plan consultation in July.

6. Policy Writing Workshop

Isabella Warren reported on the policy writing workshop that she, Stephen Rapkin, Keith Eden and Paul Ainscough had attended the previous week. Isabella said that the session covered aspirations and projects as well as aspirations and also covered CIL and Section 106 monies and what they could be spent on. The key documents and presentation from the training has been emailed to all NP team members but it was agreed to show the slide presentation at the meeting on 16th May.

7. Community Engagement Programme

Brand-awareness Items: Bugs and sticky notes have been produced for use at the consultation days and as giveaways to Saffron Walden residents and businesses. Supplies are available to team members if they wish to collect from SWTC offices.

Posters: There was a discussion about the posters which are still not finalised in spite of being first circulated on 7th February. It was agreed that team members must approve these by this Friday and those that do not will be named and shamed! The team was reminded that it is important to be more timely with responses if the plan is to progress effectively and that work between meetings is important for the success of the plan.

Consultation Days: The consultation will now be held on 5th, 6th and 7th May at the Town Hall at the following times:

- Friday 5th May am (set-up)
- Friday 5th May 2pm to 6pm – open to public/businesses to be invited from 4 pm to 6 pm
- Friday 5th May 6pm to 8pm – Reception
- Saturday 6th May 10am to 2pm
- Sunday 7th May 10am to 12 noon

It was agreed that an ad should be placed in the local paper and press releases sent out.

RCCE Coffee Morning: NP team members are invited to a Neighbourhood Planning coffee morning at Epping.

Action: All team members to advise Sue if they wish to attend so that transport can be shared where appropriate.

8. Next Meeting

The next meeting will be held at 7pm on Tuesday 25th April 2017 when draft policies Education and Sports, Community & Leisure will be discussed.