

Broomfield Neighbourhood Plan

Fifth Formal Notes of Steering Group

Held on 17th January 2016 at 7.30 pm at Broomfield Village Hall

Present: John Blake, Sue Hubble, Duncan Coles, David Howell, Geof Garwood, Angela Thomson, Les Steed

50. Apologies for absence: Tom Clarke, Peter Marriage

51. Declarations of Interest – None

52. To elect other councillor/resident members

The Parish Council confirmed David Howell's election to the steering group.

53. To approve notes of the 4th formal steering group meeting - Approved

54. Comments from Parish Council/Planning Committee

Nothing to report

55. Other matters arising from notes

Nothing to report

56. Finance Report

SH said there is nothing to report at this time, except she is awaiting an invoice from Signtec for £16, which will leave £3,349 in the fund.

57. Launch Event Surveys – Full Report

JB said he is still working on this but will send to Group by email shortly.

58. Update on Chelmsford Local Plan 'Preferred Option'

Chelmsford City Council had planned to agree the approach and approve a document for public consultation at the Development Policy Committee on 19 January. However, the Council first wants to study any implications of the Government's Housing White Paper which is now not expected to be published until later this month. The new legislation could change how housing numbers are calculated and the Council is pausing the process to allow a proper assessment of the new information. While the Council is confident it is proposing appropriate growth through the Plan, it needs to make sure the latest Government thinking is reflected in the consultation document.

It is now anticipated to present the Draft Local Plan - Preferred Options to Development Policy Committee on 9 March, followed by the public consultation from late March to early May. The 19 January Committee has been cancelled. The remainder of the Local Plan timetable should not be affected by this.

JB gave a brief outline report and in view of the large amount of work required to finalise the questionnaire, this should not hold us up.

.....
Approved

.....
Date

59. Questionnaires for Residents, Businesses and Stakeholders etc.

It was agreed that the letter to all residents which will accompany the questionnaire should have the green Neighbourhood Plan banner logo and the text should be broken up with “balloons” to make for easier reading.

It was agreed that a professional designer should be sought to design the questionnaire and a professional company employed to independently analyse the results; hence giving confidence to the public that their answers will be confidential and all above board whilst saving a lot of time.

Discussion took place regarding the best way to engage with residents. It was agreed that a single questionnaire be sent together with information as to how to receive further copies for other household members if necessary. It was felt that the age bracket to complete the questionnaire should start at 16 as by the time it goes to referendum, those who completed would actually be old enough to vote. A separate children’s questionnaire will also be prepared shortly.

JB said he would ask TC, who may have had experience in dealing with questionnaires, his views on consultations on-line.

Members of the Group went through each of the questions on the draft to date and JB agreed to update as necessary and it was agreed to fetch the next meeting date forward to give more time to finalise the questionnaire. Next meeting date – Tuesday 7 February.

60. Facebook/Website

SH said that the website was up to date and she would add something to FB to the effect that the steering group were busy producing the questionnaire.

61. Items for next Agenda

Agreement to final Questionnaire

62. Date of Next Meetings

7 February, 21 February and 21 March

Meeting Ended: 9:35 pm

.....
Approved

.....
Date