

Sandon Neighbourhood Development Plan - Meeting of steering group

Parish Council Office Tuesday 2nd July 5pm 2019

Minutes

1. Present: Dee Hyatt, Cedric Calmeyer (CC), Pat Ferris, Pam Knott, Jan Ullmer, Judy Cecil (JC)
Apologies: Jane Willis (JW)
2. Minutes of previous meeting 7th May 2019 - agreed
3. Progress with Action Log
 - a. Engagement with Sandon School: school questionnaire not yet ready. Agreed secretary will remind JW
 - b. Housing Policy: CC to revise by next meeting
 - c. Heritage Policy: CC has written a draft. Agreed with a few minor amendments and noting there is a need to add evidence and details of NPPF and Chelmsford Plan.
 - d. Environment Policy: JC to send Salhouse document to PF and he will write a draft
 - e. Business/Economy/Employment Policy: CC has written a draft. Agreed with minor amendments: add in Benchmark as in the list of business and add to EB2: 'encourage bridleways'. Noted need to add evidence.
 - f. Health and Well-being Policy: JC to send out again. Agreed and noted the need to add evidence.
All policies need standardisation and presentation in a communal style.
 - g. Aims: CC has written these. There was some discussion and agreed needs further thought.
 - h. Sustainability Statement: written by CC and needs further thought?
 - i. Basic Conditions Statement: PK has written some notes, based on the very long Salhouse document. CC suggested we look at the Elkesley NDP too.

4. Parish Council Annual Assembly debrief: About 50 people attended. JW gave an update of the NDP.
5. Grants/Funding for preparing for affordable housing – *do we need to look at this?* – see email from Ted 15/5/19
Decided no. Parish Council do not want to pursue this.
6. AOB:
 - a. Do we need to request a Housing needs assessment?
Also from some reading from Ted's email. Locality website has a toolkit: <https://neighbourhoodplanning.org/toolkits-and-guidance/undertake-housing-needs-assessment-hna/>
Parish Council has one already. JC to ask Ted.
 - b. Meeting planned with Sue Dobson re including bridleways in the Sandon NDP, possibly with some connections with Danbury bridleways. Friday 12th July 2pm.
7. Date of next meeting: Tues 6th August 5pm