

EARLS COLNE NEIGHBOURHOOD PLAN PROJECT

Steering Group Virtual Meeting

Wednesday 14th October 2020

MINUTES

Attendance:

Tony Calton (Char)
Margaret Barrett
Hugh Street
Denise Siddall
Nikki Spelling
Bob Cook
Angela Emerson

Apologies:

Catherine Hayes

Item		Action By:
1.	Minutes of meeting held on 15th September 2020	
	Draft minutes approved.	
	Outstanding Actions from last meeting	
	• Summary of initial discussions held between Hugh and Catherine to be forwarded to Tony	Catherine
	• Any comments on initial draft objectives for Community Facilities Group to be forwarded to Nikki	ALL
	• Draft objectives for Housing Group to be developed and circulated	Bob
	• Jan Stobart to be consulted regarding selection of consultant for Environmental Assessment	Catherine
2.	NP Framework Document Version 03	
	• Any comments or suggestions on current content to be sent to Tony	ALL
	• Further details of existing community facilities (already drafted) to be forwarded to Tony for inclusion in "Village Today" section of document.	Nikki
3.	Task Group Activities	
	• Housing	
	○ Ideas for additional questions (to be added to RCCE standard HNS template) to be developed	Bob
	○ Investigations for community led development to be progressed	Bob
	○ Draft Objectives and policy ideas to be progressed	Bob
	• Economy	
	○ Brief summary of major existing businesses to be prepared for "Village Today" section	Denise
	○ Progress to be made within group for policy ideas (based on current Objectives)	Denise

	○ Existing thoughts on Infrastructure improvements to be forwarded to Hugh	Denise
	● Community Facilities	
	○ Proposed objectives and policy ideas to be discussed and developed within group	Nikki
	● Environment and Infrastructure	
	○ Master plan for footpaths and cycleways to be started	Hugh
	○ Ideas for possible options for increasing off street parking in village centre to be developed	Hugh
	○ Draft objectives for environmental issues to be modified in line with comments from Jan Stobart (objectives need to be less detailed with more information moved to “Policy Ideas” section)	Catherine
	○ Proposals for commissioning consultant to conduct Landscape Assessment to be progressed	Catherine
4.	Date of Next Meeting	
	Proposed date for meeting in November to be circulated.	Tony