



TAKELEY NEIGHBOURHOOD PLAN STEERING GROUP

**MINUTES OF THE STEERING GROUP MEETING HELD ON TUESDAY, 5TH DECEMBER 2023 AT
7PM IN THE OLD SCHOOL COMMUNITY CENTRE.**

Present: Cllr Jackie Cheetham (Acting Chairman), Cllr Phill Bodsworth, Ruth Bodsworth, Cllr Tricia Barber, Allison Evans, Lori Flawn, Peter Hewett, Jean Johnson, Martin Peachey, Fiona Perrott-Humphrey, Karen Quinn, Marilyn Sayers, Barry Smith and Michael Letchford.

In attendance: Jackie Deane (Parish Clerk)

1. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Peter Hewett, Fiona Perrot Humphrey and Marilyn Sayers.

2. MINUTES OF THE LAST MEETING

To approve the minutes of the meeting held on 31st October 2023 as a true record.

3. VILLAGE SURVEY RESULTS TO INFORM THE REGULATION 18 CONSULTATION

- a) Key points from the survey were discussed and it was agreed that findings will be published in percentages with additional comments, for example, 641 respondents is a response of 31% of households. It was agreed that £100 should be to be paid to the prize draw winner, with approval to be given at the next full council meeting.
- b) Publications of survey results will be on the Parish Council website. Ruth Bodsworth agreed to monitor the website and post links to it from the social media. Ruth also agreed to liaise with the editor of the Grapevine parish magazine.
- c) Continuation of heritage and landscape work will be discussed at a future meeting.
- d) All members agreed to contribute to a Local Plan Steering Group response. All sections of the submission to be sent to the Clerk, Cllr Cheetham and Lori Flawn, for editing and submission by the deadline.

4. PUBLIC ENGAGEMENT

Ruth Bodsworth agreed to take the lead on public engagement online and on the Parish Council website.

5. LOCAL PLAN AND CALL FOR SITES – Deferred.

- a) Public advice on responding to the Local Plan Regulation 18 Consultation
- b) Public meeting and/or drop-in sessions on Local Plan Sites and the Neighbourhood Plan
- c) Consider site assessments and allocations from the Call for Sites
- d) Liaison with Stansted Airport on proposed new road/bus/foot/cycle routes.

6. ITEMS FOR NEXT AGENDA

- a) Updating evidence reports on landscape, heritage and ecology
- b) Site allocations in the Neighbourhood Plan



TAKELEY NEIGHBOURHOOD PLAN STEERING GROUP

c) Call for Sites and the Local Plan.

7. DATE OF THE NEXT MEETING – tbc.

Signed by the Chairman

Date