



TAKELEY NEIGHBOURHOOD PLAN STEERING GROUP

**MINUTES OF THE MEETING HELD ON TUESDAY, 9TH APRIL 2024 AT 7PM
IN THE OLD SCHOOL COMMUNITY CENTRE**

Members present: Cllr Jackie Cheetham (Acting Chairman), Cllr Phill Bodsworth, Ruth Bodsworth, Cllr Tricia Barber, Allison Evans, Lori Flawn, Jean Johnson, Barry Smith, Martin Peachey and Michael Letchford.

In attendance: Jackie Deane (Clerk to the Council)

1. APOLOGIES FOR ABSENCE

Apologies were received from Marilyn Sayers, Karen Quinn, Peter Hewett and Fiona Perrott-Humphrey.

2. MINUTES OF THE LAST MEETING

The minutes of the meeting held on 5th March 2024 were agreed as a true record.

3. INTRODUCTION AND DISCUSSION WITH NEW RCCE REPRESENTATIVE

The meeting was attended by Nicky Joshua, Community Engagement Officer, Rural Community Council of Essex. She gave general advice on matters relating to the potential format of the neighbourhood plan booklet and next steps for the group.

Nicky advised that the next area where funding could be awarded would be for a design code and there was a general discussion over how the local design would follow the overarching detail of UDC's code but more detail would be included to make specific policies for design to preserve the character near historic areas and have a suitable variety of building materials and colours for new housing developments.

There should be narrative in the plan booklet to explain the key findings of the resident survey and the Neighbourhood Plan's Core Objectives should be agreed and put out for public opinion.

Action: Ruth and Phill Bodsworth agreed to write a summary of the survey results. have been analysed.

Action: All agreed to consider the wording for a vision statement and core objectives ahead of the next meeting.

Action: All agreed that representatives from the Steering Group will present the vision statement and core objectives at the Annual Parish Assembly to be held on 15th May at 7pm and feedback from residents should be recorded.

Action: At the next meeting, the vision statement and core objectives should be worked up and representatives be agreed. The same presentation could be made at the Church's open event, with details to be confirmed at the next meeting.

Action: A list of community events should be compiled and attended by representatives from the Steering Group, to present and test the views and statements to be included in the Plan.



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Action: For the next meeting, the Clerk was asked to collate a list of topic groups based on the members who worked together to compile on the local plan response to the Regulation 18 Consultation.

Suggestions were made for potential phrases and objectives:

- respect our village heritage
- housing should be appropriate sized housing for the community
- housing styles should reflect the character and identity of Takeley
- new developments should have suitable sized housing to encourage the second generation to stay in the parish
- there should be a mixture of old and new properties
- new homes should sit comfortably in their surroundings
- integrate housing that suits the community of Takeley
- to retain the collection of hamlets of traditional heritage buildings

In viewing the booklets prepared for similar sized parishes, examples from Coggeshall and Thaxted seem to be appropriate to use as a guide. The booklets need to include the following:

- 1) Takeley today, including the village surveys,
- 2) A vision statement based on the community survey.
- 3) Design codes, policies and potential conservation areas to be developed from the background studies and reports.

4. NATURE RECOVERY, WILDLIFE CORRIDORS AND NEIGHBOURHOOD PLAN POLICIES

There was a general discussion on the content of sample neighbourhood plans and a potential to focus on ecology, protection of buffers surrounding hedgerows and veteran trees. Nicky suggested that the group could include in the ecologist’s brief to assess the quality of the existing local sites for ecology and to focus on ways to improve the blue and green infrastructure.

5. DATE OF THE NEXT MEETING

The next meeting will be held on Tuesday, 7th May at 7pm in the Old School Community Centre.

Meeting closed at 9pm

Signed by the Chairman

Date