



Neighbourhood Plan Working Party Meeting

Held virtually via Zoom on Tuesday 14 December 2021 at 7pm

Attendees Cllrs: Maggie Fenton (MF), Hugh Patterson (HP), Charles Mackonochie (CM)
Hilary Andrews (HA), Peter Derbyshire (PD), Dave Parrish (DP),
Mark Hughes (AECOM – MH), Sheina Rijanto (Urban Designer AECOM – SR)

Chair Hugh Patterson (HP)

Minutes Louise Goldsmith (Clerk)

Minutes:

	Agenda Item	Action by
1	Apologies for absence: Robert Assirati (RA), Lynn Assirati (LA).	
2	Approval of Minutes: The minutes of meeting held on the 2 December 2021 were approved and signed as an accurate record.	HP
3	Matters Arising: <u>To receive any update on any changes to the Planning Bill</u> A response has not yet been received to a letter sent by HP to MP Michael Gove, Secretary of State for Leveling Up, Communities and Local Government, requesting that all Local Plans be paused until the publication of the forthcoming Planning Bill and possible changes to the NPPF. However, HP has received a response from MP Greg Clark who was copied in on the letter. MP Greg Clark has explained that submission of a Local Plan before national changes can provide insurances either way and that withdrawing the submission may not be beneficial. MP Greg Clark explained that there is usually a transition window following the implementation of new national policy and that submitting in advance can give protection from any adverse changes. If there were locally beneficial changes in national policy TWBC will apparently have an opportunity to consider the implications before deciding to adopt the plan. <u>To receive any updates from TWBC</u> HP advised that there has been no recent updates from TWBC and that MF is still waiting for Stephen Baughen and Hannah Young at TWBC to advise on what proposals the Environmental Agency are formulating regarding solutions to the flooding 'betterment' in Five Oak Green and Capel.	
4	<u>Neighbourhood Plan Timeline</u> HP, MF and the Clerk met virtually with the consultants, Jim Boot and Alison Eardley and also Mark Hughes and Sheina Rijanto from AECOM on Monday 6 December 2021 to develop a draft timeline for the development of the Neighbourhood Plan. The working group discussed and approved the attached timeline and agreed to set a date of Saturday 12 March 2022 for a day of public consultation. The Clerk has booked the village hall for this event.	Clerk



CAPEL PARISH COUNCIL

Clerk
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Capel Village Hall
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5	<p>AECOM Workshop on Design Codes Mark Hughes (MH) and Sheina Rijanto from AECOM acknowledged receipt of all the ‘walkabouts’ and documents on heritage properties and information on the flood zones. A copy of the draft Design Codes for Paddock Wood had been circulated to the working group to demonstrate the end goal. A copy of a preliminary structure for the Capel Design Code document was shared and discussed. MH explained that he and SR will visit the area in the New Year and will then commence work on the draft Design Codes document. It was explained that AECOM will develop the bones of the document and will utilise the local knowledge of the working group to add the required detail. The consultation day will then be used to fine tune the developing themes and final report.</p>	
6	<p>AOB It was agreed that the next step for the working group is to develop the draft policies. HP has circulated some ideas and it was agreed for comments to be sent to him directly. It was also agreed that it would be helpful for the consultants to attend the next meeting to support the working group with the development of the policies.</p>	All
7	<p>Next Meeting: TBC – the Clerk to obtain some dates for the next meeting from the consultants and share with the working group.</p>	Clerk

Minutes Approved

..... Name (Print)
..... Signature
..... Position
..... Date

Legislation allows for meetings to be recorded by anyone attending. Persons intending to record or who have concerns about being recorded should please speak to the Clerk.