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## NEIGHBOURHOOD PLAN ADVISORY COMMITTEE

**MINUTES OF MEETING HELD:** 22<sup>nd</sup> May 2018 7.30pm  
**VENUE:** Ingatestone Library

<b>Present:</b>	Cllr J Winter (Chair)	A Donnelly	D Sankey	Cllr N Jennings
	Cllr T Blunsten	E Jeater	M Marston	M Hart
	P McCann	Cllr E Benson		
<b>Also present</b>	Stephen Hay, Planning, BBC			
<b>Absent:</b>	Cllr D Jelley	Cllr P Jeater	J Denham	N Wagland

**NP18/050 Apologies for Absence**

Apologies were received and accepted from P Jeater, D Jelley, N Wagland and J Denham

**NP18/051 Announcements and Declarations of Interest**

There were no declarations of interest.

**NP18/052 To elect a Chair of the committee**

Cllr Jane Winter was re-selected to be the Chair for the coming year.  
Proposed: Cllr Blunsten and all agreed

**NP18/053 To elect a Vice-Chair of the committee**

M Hart was selected to be the Vice-Chair for the coming year.  
Proposed: Cllr Winter and all agreed

**NP18/054 Public Participation session**

No members of the public were present.

**NP18/055 To approve the minutes from the last meeting**

The minutes of the meeting of 24<sup>th</sup> April 2018 were noted and approved. They were signed by Cllr Winter

**NP18/056 To receive a report on the production, distribution and responses to the Business Questionnaire**

An initial analysis of the first 78 questionnaires sent out showed a response rate so far of 24%. Further attempts will be made to encourage more of the 218 businesses thought to be in the Parish to respond.

Key 'issues' raised include parking and business rates.

<http://www.ingatestone-fryerningpc.gov.uk/neighbourhood-plan/business-questionnaire>

The Committee was keen to understand whether the site ear-marked for 'employment' in the Local Development Plan had had any interest from prospective developers. As this site moves forward in planning terms account will need to be given to the responses from our Business community. This plot can be identified in the LDP as ref 079C - Land adjacent to Ingatestone by-pass (part bounded by Roman Road).

**NP18/057 To consider the development sites listed in the BBC's latest LDP, with a view to advising the BBC on options in accordance with our Vision Statement**

The meeting was very pleased to welcome Stephen Hay to the discussion on Housing.

The importance to Ingatestone & Fryerning of being involved with the development of the LDP sites in its boundary was clearly expressed.

The need for truly affordable housing to be in the mix has been highlighted in the evidence gathering from the community to date.

Stephen Hay confirmed that the BBC Planning Strategy has a target for at least 35% of affordable housing on any one development of more than 11 units. The definition of 'affordable housing' did not meet the local need. Ways of providing homes that could be affordable for young people, and older people downsizing, was discussed. A range of options will be taken forward by a working group. A plea for residents to join these discussions, will be made in the newsletter and on the web pages.

The Chair had met with the Interim Housing Policy Manager at BBC and information on the demand for social housing in Ingatestone requested. A date with Brentwood Housing Trust Ltd to discuss the housing stock managed by them in the Parish is also awaited.

Brentwood Borough Council (BBC) had adopted an 'Empty Homes Strategy' last year, with a view to bringing the stock identified back to the purchase or rental market.

According to the statistics in the RCCE (Rural Community Council of Essex) profile for our Parish, the 2011 Census had noted 104 empty properties.

The BBC had been written to ask for the current figure and to express an interest in working with the officers on the implementation of this Strategy

**NP18/058 To consider an engagement strategy for local clubs and societies**

The Engagement Strategy action plan was deferred to the next meeting

**NP18/059 To agree dates for future meetings**

The next two meetings will take place in the Library on 19 June and 24 July.

**NP18/0560 Close of meeting**

The Chairman thanked the Councillors for attending and closed the meeting at 9.00pm