

**MINUTES of the NEIGHBOURHOOD PLANNING ADVISORY COMMITTEE MEETING**

Held at Epping Hall, St. Johns Road, Epping on **Thursday 25<sup>th</sup> May 2017 at 19.30 hours.**

**PRESENT:**

**MEMBERS:**

Cllr M Wright (Vice Chairman)  
Cllr L Burrows  
Cllr Mrs B Scruton

**RESIDENT STAKEHOLDERS:**

John Duffell (local historian)  
Debbie Hellowell (Business owner)  
Judith Lunn (Epping Society)  
Tim Valder-Hogg (Resident)

**COUNCILLORS ASSISTING:**

Cllr G Scruton

**COMMUNITY PARTNERS:**

Nicola Davies, Margaret Emmens, Barbara Ford, Adam Long,  
Fiona Martin  
3 members of the public

**OFFICER(S):**

Beverley Rumsey (Town Clerk)  
Martin Small (Neighbourhood Planning expert)  
Geraldine Vallis (Planning & Events Officer)

**20 APOLOGIES FOR ABSENCE**

Apologies were received from: Cllr N Avey (Chairman and Deputy Mayor), Cllr A Church (Town Mayor), Cllr D Spillman, Cllr J Whitehouse, Susie Evans-Frank, Charlie Geddes, Linda Goodyear and Margaret Peppiatt (Resident).

**21 CONFIRMATION OF MINUTES**

It was **RESOLVED** that the minutes of the Neighbourhood Plan Advisory Committee (NPAC) Meeting held on Thursday 6<sup>th</sup> April 2017 be signed by the Chairman as a true record and adopted by the Council.

**22 VERBAL REPORT ON DISCUSSIONS WITH EPPING FOREST DISTRICT COUNCIL AND EPPING ONGAR RAILWAY**

Martin Small gave a report on the meeting with Epping Forest District Council and it was discussed how the timetable for the next phase of consultation for the Neighbourhood Plan could be aligned with their Local Plan. Martin confirmed that Epping Forest District Council are still going through the responses from the draft Local Plan in addition to the site selection process including looking at other potential sites; developing Master Plans which includes an infrastructure delivery. Martin confirmed that Epping Town Council have given a copy of the draft Epping Neighbourhood Plan to Epping Forest District Council to review and will give us feedback in due course.

Martin reported on the Epping Ongar Railway meeting as one of the key factors in the Epping Neighbourhood Plan is transport. Epping Ongar Railway is a heritage railway and at present it does not see itself running a commuter service but it was felt that it

was a worthwhile discussion, some of which can be incorporated in the Epping Neighbourhood Plan.

**23 DRAFT ACTIONS FROM DAYTIME MEETING AND BROAD TIMETABLE FOR DETAILED AREA CONSULTATION**

Martin Small led the session going through the timetable which he updated given the longer timescale for the Local Plan. The committee **AGREED** with the amended timetable.

**24 DRAFT NEIGHBOURHOOD PLAN (CONFIDENTIAL – COMMITTEE ONLY)**

Martin Small led the session going through each policy in the draft document starting with section 4. One of the policies that the committee discussed refers to one particular location (South Epping). This still requires much discussion and very detailed local consultation in the area would take place. The committee considered whether it would be better to have as a question, ask the community to suggest other potential locations in the Epping parish. It was confirmed that Epping Neighbourhood Plan includes 25 per cent less housing allocation compared to the Epping Forest District Council's Local Plan which needs to be placed within the area. The committee felt that this amount of housing units should be made clearer in the first few paragraphs of the Introduction of the Neighbourhood Plan. The committee suggested making a justification in the plan why the committee chose South Epping and the other developments. It was confirmed that the Town Council will make known for residents for example on its website the difference between the Epping Neighbourhood Plan and the District Council's Local Plan. The committee suggested showing alternative development site options in the consultation for residents to choose. Martin confirmed that this consultation data would then go as an appendix item which would be evidence to back up the Neighbourhood Plan.

**25 THE NEXT STEPS**

Martin Small led the session and it was **AGREED** that all of the policies in the draft Neighbourhood Plan are okay to include in principle with the exception of making some minor amendments. Some may be moved into 'aspirations' rather than actual policies, as whilst all very important, the Neighbourhood Plan is a land use plan and some items don't refer to land use. These would be best placed as community aspirations, carrying weight, in line with guidance from examiners on other Neighbourhood Plans.

**26 DATE OF NEXT MEETING**

It was **RESOLVED** that the proposed meeting dates would be too soon given the content of the meeting and revisions to be made. The Town Clerk would propose the next meeting date once the daytime meeting had been held and the necessary work to the draft had been completed. It was also **RESOLVED** that a daytime meeting would be arranged to consider other areas in Epping parish that could potentially be put forward as an alternative to south Epping (grouping of sites that would trigger infrastructure) and to justify why south Epping was chosen as a possibility.

**NB** date of next meeting to be circulated to Members present and not present asap after meeting.

**The Vice Chairman, Cllr M Wright, closed the meeting at 21.15 hrs.**

Signature of Chairman

Date