

Minutes of the Clavering Neighbourhood Plan Steering Group meeting held on 20th March 2025.

Present Rachel Tallon, Sam Bampton, John Britten, David Curtis, Hugh Dulley, Graham Finn, Mike Jenkinson, Frances Smither, Peter Walters, Di Ware, Frank Woods

Stephanie Gill, Nicky Joshua (from RCCE)

Apologies Nigel Wood

1	<p>Minutes of the Last Meetings</p> <p>The minutes of the meetings of the Neighbourhood Working Party and Steering Group held on 25th and 26th March were approved.</p>	Action
2	<p>Landscape Character Sensitivity Assessment (LCSA) Report</p> <p>Peter Walters introduced this item. Papers had been circulated before the meeting including the draft LCSA. Included in the report was a plan of the 9 Local Parish Landscape Character Areas (LPLCAs) indicating their sensitiveness from a landscape perspective. They covered the whole of the Parish, not just the sites that had been identified in Regulation 19. Graham Finn said that the Local Character Sensitivity Assessment (LCSA) provided a professional assessment of the landscape. It was a finer grain study than that conducted previously by Uttlesford DC.</p> <p>Comments were sought from the Group but it was pointed out that the final version had to be with the Parish Council by 24th March as it would go forward to the Parish Council meeting on 27th. In answer to a question from Mike Jenkinson it was said that it was acceptable for typos and clarification of statements to be made subsequently. It was also noted that there were some inaccuracies in some of the original Uttlesford DC documents.</p> <p>Sam Bampton queried the boundary to between LPLCAs 1 and 4 and it was agreed to ask Liz Lake Associates to explain their thinking on this.</p> <p>A number of members had drawn attention to typos and the need for clarification, it was agreed that these should be submitted to Peter Walters as soon as possible so they could be amalgamated into a single list and then submitted to the landscape advisers.</p> <p>Rachel Tallon asked the Steering Group (SG) to vote on the LCSA report, subject to some typos and clarifications. . The majority voted to approve the report, with two abstentions from John Britten and Di Ware.</p> <p>Frances Smithers said that Graham Finn had made a major contribution to the response to the LCSA and proposed that he should be made a co-lead on the Landscape Working Group. This was proposed, seconded and agreed unanimously.</p>	<p>PW</p> <p>All</p>
3	<p>Next Steps</p> <p>Rachel Tallon asked Nicky Joshua for her views on what the SG's next steps should be. She responded by suggesting finding suitable sites for housing, including ones that had not been put forward to date. Also formulating General Objectives to support the existing Vision Statement and the Design</p>	SB/JB

	<p>Code. The latter could be undertaken without funding. Stephanie Gill said that a further application for a grant would be made in July.</p> <p>Nicky Joshua said that the Road Map for completion of the Neighbourhood Plan would help the SG. It was agreed that all of this would be discussed at the next meeting.</p> <p>Some work had already been done such as the consultation on views at the village shop and Frances Smithers consultation with a selection of parishioners.</p> <p>Peter Walters asked Nicky Joshua when it would be appropriate to look towards appointing an external planning adviser. Nicky said this would be when the Steering Group had formulated its General Objectives and Neighbourhood Plan headline policies but emphasised the need to have evidence to support those policies.</p> <p>In response to a question from John Britten, Stephanie Gill said that the Housing Needs Survey results had been published in April 2024 (a copy was on the Village Noticeboard). The underlying background details could be made available to the lead person dealing with this aspect of the Neighbourhood Plan for information but were not for general publication. This is because, despite a redaction, with such a small community as Clavering it is still possible to identify some residents from the information given.</p>	<p>SG</p> <p>HD</p>
4	<p>Communication</p> <p>Nigel Wood was not able to attend so this item was deferred to the next meeting.</p>	NW
5	<p>Mitigation</p> <p>Rachel Tallon raised the question of the need for the Steering Group to be seen by the entire community to be acting and communicating properly, in the light of the natural vested interests we all have in an exercise such as a Neighbourhood Plan. Nicky Joshua will investigate whether there was someone in the RCCE who would be able to come and give a talk to the entire Steering Group about this so that the Group can be seen to have been made aware of these issues.</p>	NJ
10	<p>Date of Next Meeting</p> <p>The next meeting will be on Wednesday 14th May at 7.00 in the Christian Centre.</p>	ALL