

**LSP Place Shaping Sub Group
Notes of Meeting 27 May 2009**

Present: Cllr Frank Delderfield (Chairman) – District Councillor, MDC
Cllr Bryan Harker – District Councillor, MDC
Cllr Prof Lew Schnurr (Vice Chairman) – Heybridge PC
Jennifer Burns – Manager, Spatial Planning & Implementation, MDC
Jackie Longman – Conservation Officer, MDC
Kevin Fraser – Principal Planner, ECC
Moira Groborz – Rural Community Council for Essex
Jason Amos – Moat Housing
Ulrike Maccariello – Development Manager, Hastoe Housing Assoc.
Debra Wyrill – Health Improvement Manager, NHS (Mid Essex)
Keith Brown – Regional Organiser, Federation for Small Businesses

In attendance: Marilyn Scott (Notes)

1. Welcome and Introductions

The Chairman welcomed members and introductions were made.

Action: Marilyn to send E-mail addresses and LSP family tree to Keith Brown

2. Apologies: Hazel Berrett – Director of Community Services, MDC
Lynn Marston – LSP Development Officer, MDC
Alan Storah – Head of Planning Services, MDC
David Stephenson – Head Teacher, Plume School

3. Minutes of Meeting on 7 April 2009

The minutes of the last meeting were agreed.

4. Matters Arising

4.1 (Ref 7) – Rural Community Council of Essex request for funding

This request was put to the Accessibility Working Group for consideration and Cllr Delderfield and Lynn Marston will now discuss budget issues.

5. Infrastructure Delivery Plan

Jennifer explained the two tables which had been circulated with the Agenda.

The first table produced by the Planning Advisory Services lists 17 items. Items 1-16 need to be completed by September and Item 17 is related to annual monitoring and review.

The second table is a working document for members to check through and ensure that the priorities are correct. Cllr Delderfield asked if this table could have a heading, with items numbered and Jennifer agreed to re-design and categorise. The group then went through this table and the following matters were discussed.

Health

- Jennifer to look at where figure of £1567 for Strategic Health budget originated.
- Cllr Schnurr expresses concern over the Heybridge GP's situation.
- PCT to be replaced with NHS Mid Essex.

Education

- Figures already provided by ECC. Kevin requested information on specific sites and Jennifer said that this would be available around August time.
- Cllr Schnurr was concerned about education generally and felt there was nothing in the table that related to particular requirements of the district. Kevin informed him that this would be produced by ECC.
- Keith questioned whether training needs were aligned with the requirements of businesses and Jennifer assured him that businesses would be involved.
- A decision on the Vocational Training Centre planning application could take up to 16 weeks. Jennifer offered to send information on this to Keith Brown.

Police, Fire Service etc

- An Emergency Services Co-ordinator will be appointed to carry out work in this area, and the matter will also be considered by ECC.
- Jennifer said that there will be something to report to the next meeting.

Open Spaces etc

- This section will be incorporated under the remit of the Natural and Built Heritage Working Group, the Terms of Reference for which are presently being written up.
- Jennifer was asked to ensure that equality across the district was maintained.

Arts

- Now necessary to identify a contact for this requirement.
- Members were requested to pass any relevant information to Jennifer.
- Moira explained that a study is now underway regarding rural facilities.
- Kevin informed members that ECC is looking at information regarding Post Offices.

Libraries

- ECC responsibility.

Waste/Recycling

- Keith mentioned a scheme to encourage businesses to recycle and offered to supply Jennifer with a contact.

Water

- Work still to be done with Anglian Water – Jennifer to report back to next meeting.

Flood Defences

- Jennifer had recently attended a meeting on Shoreline Management.
- Cllr Schnurr considered that it was necessary to look at the situation in the event of a major disaster and Jennifer explained that this would be a co-ordinated approach with ECC.
- Members were informed that Richard Holmes is the MDC officer responsible for Flood issues.
- Cllr Delderfield explained that MDC is now attempting to build a better working relationship with the Environment Agency.
- Cllr Schnurr asked for an update at the next meeting.

Energy

- Keith mentioned funding that is available for Energy Efficiency and Jennifer agreed to make contact with the Energy Saving Trust (EST).

Roads

- Necessary to define priorities, since only a certain amount of money available from ECC.

Broadband networks

- Reception in certain areas of the district is not good, and this will be taken up with BT and the relevant companies.

Car Parking

- This is an important income source for MDC and possible improvements and additional fees were discussed. Jennifer agreed to speak to Richard Heard (MDC Service Development Officer).
- Keith considered that a review of long term parking might be useful.

6. Update on Housing Strategy

Paul had already circulated an outline of key issues for the Housing Strategy but, since he was unable to attend the meeting, Jennifer agreed to go through the items on his behalf.

Comments were as follows:

- Moira mentioned some funding which could be available to assist with identifying the need for affordable housing in rural communities, particularly so that Parish Councils can understand the full picture.
- Jackie mentioned that the words “affordable housing” was causing concern in some areas.
- Keith pointed out that, since more people are working at home now, it was important to improve broadband coverage.

7. LDF – Core Strategy document

With regard to the LDF, Jennifer assured Cllr Schnurr that all parts of the district will be included to ensure that there are no shortfalls. She also confirmed that the delivery of Policy 27 across the district was a key item.

The consultation on the LDF Core Strategy and the Maldon Central Area Action Plan will run until 8 June 2009. Cllr Harker agreed to e-mail Jennifer with some typing errors in the document.

The Core Strategy will be adopted after Christmas and will go for examination in the Spring.

8. Place Shaping Sub Group Action Plan

Members discussed relevant items in this plan:

- Jennifer agreed to highlight items for discussion at future meetings.
- Items 6.4/6.5, page 3 will go through the Working Group.
- It was requested that members of this Group should receive minutes of the two Working Groups.
- Cllr Schnurr questioned priorities and wanted to ensure that nothing was missed. Cllr Delderfield informed him that, since the other groups would have a similar action plan, all relevant issues should be covered.
- Once the Working Groups have met, it will be possible to fill in some of the gaps.

9. Reports from the Chairmen of the Accessibility and Natural and Built Heritage Working Groups

Jackie Longman is Chairman of the Natural and Built Heritage Working Group and said that she was interested to see how the Working Groups will fit in with the LSP Place Shaping.

Janet Cloke, Chairman of the Maldon District Fifty Plus Forum, who was unable to attend this meeting, has been appointed Chairman of the Accessibility Working Group.

Both Working Groups will now look at membership, particularly representation from Essex County Council, and agree priorities.

10. Any Other Business

None

11. Date of next meeting

It was agreed to fix meetings for the rest of the municipal year at 6-8 week intervals.

Action: Marilyn and Jennifer to agree dates and inform the Group

2 June 2009