

## Neighbourhood Plan (NP) Residents Working Group

Meeting Notes 9<sup>th</sup> May 2024

Present: NP Residents working group: Cllr Mark Strutt, Alan Fisher, Mick Howarth, Ellie Chinnery, Gary Matthews & Kerry Stedman. Apologies received from Cllr Ben Craig

Nicky Joshua from RCCE

13 members of the public

Cllr Strutt welcomed everyone to the meeting & thanked Nicky for joining us. He explained that Nicky was there as a representative of RCCE the independent charity chosen to help us negotiate the NP process.

Nicky then introduced herself & explained that the RCCE give independent help and advice supporting the many Neighbourhood Planning groups that have been set up around Essex.

She proceeded to give a detailed presentation of what to expect, what is needed & approximate timelines, including:

- Vision Statement – what do you want HBO to be in 20 years time.
- Objectives
- Planning Policies

Starting with

1. Survey – whilst this went out earlier than expected, (it won't be the last survey) it is currently being analysed as it will give some useful information.
2. Drawing up of a draft Vision Statement & objectives – she gave an idea of using what 3 words & on the night people chose *vibrant, historic, rural, picturesque & peaceful* which became -  
'Hatfield Broad Oak, a peaceful, rural village, representing its history; whilst becoming a vibrant and diverse place to live.'  
As the process moves forward so these things will evolve.
3. Research baseline information such as – heritage, landscape, ecology, education & housing needs.
4. Get feedback from exhibitions - need to show public engagement.
5. Moving forward writing up of the draft plan & policies.
6. Get to Regulation 14 which is the pre submission draft at which point it goes before the PC who have 6 weeks to seek support, receive comments & then put to UDC
7. Submitted to UDC as Reg 15. There must be a Consultation Document detailing what has been done, what events have been run etc to ensure public involvement in the process.
8. UDC run a 6-week consultation Reg 16 where it gets put to independent examiners, they check the documents, make recommendations, amendments are made.
9. UDC put it out to Referendum which they pay for. 51% of **turnout** have to vote in favour of it to accept it.
10. The made plan then become part of UDC planning policy.

The plan from start to finish can take up to 2 years.

Nicky then informed those present about another charity called 'Locality' who gives lots of practical and financial support to NP groups.

Design Code – this is one policy which we can draw up to outline the type of houses we would like. Key architectural features, rooflines, relationship to other buildings etc so any new homes 'fit' into the existing village.

AECOM – under contract with Locality, they are another organisation who can help gather evidence.

We will need assessments & surveys including -housing needs assessments, site allocations, site assessments & viability checks, sustainability, environmental appraisal, rights of way & habitats.

Discussion was held about type of housing & affordable housing. The consensus in the room was that the village has enough large, high value properties & it was time for more financially affordable housing – 1 & 2 & 3 bedroom – dwellings for starter homes, family homes, retirement or accessible homes. This can be written into the HBO policy.

Nicky explained that in planning terms affordable means social housing schemes which are on top of the UDC numbers. They are built on what is termed a Rural Exception Site & are dependent on Landowners being prepared to make land available for housing. Alan advised that in 2022 the Housing Needs Survey identified a need for 16 such properties, the scope of this Survey expires in 2025 & at this stage we are unclear if a new survey will be required.

UDC have calculated our figure at 113 (Alan & Mick have disputed this number with UDC) but it is unlikely to be altered.

Nicky also demonstrated how a Strength, Weakness, Opportunity & Threat (SWOT) Analysis can be useful in identifying areas of village life which can be valued and improved.

Questions were posed throughout the meeting, the final ones being about the costs (which have yet to be budgeted although we are aware that we may be able to obtain grants to cover the bulk of the costs) and when results of the previous survey would be available (hopefully early June). The developers' 'kickback' known as Community Infrastructure Levy was likely to be in the region of £20k per unit of which PC gets 25% for community projects.

Cllr Strutt brought the session to a close & all present thanked Nicky for being so informative. He referred to the photos which had been taken during the evening & asked if they could be used as a record, for publicity purposes & on social media etc no one present objected to them being used.

The final act was to ask if anyone who could offer help with the project could kindly leave a name & contact details.

Next event: Find us at the Flower Festival over late May Bank holiday weekend. 25<sup>th</sup> – 27<sup>th</sup> May.