

Appendix 4

Clavering Parish Council Meeting 8th September 2025

Item 130.3

NPSG written report and update. August 2025.

The NPSG met on the 20th August and worked through the agenda.

The design code was discussed and is moving forward in parallel with work on the Objectives and the Sites.

We have now held 2 of the 3 Drop-In parishioner sessions that have been very well attended. The first set of surveys has been collated and moving forward these will inform the design code.

Final drop in session Christian Centre, Stortford Rd, 18th September 2025

Next Meeting 24th September 2025

Below are the recommendations from the NPSG to CPC from the 20th August meeting for CPC meeting 8th September

1. It is asked that the CPC agree to instruct the Clerk to send sends letters to the landowners /agents of the site put forward under the UDC Local Plan Regulation 19 Call for Sites and analysed by UDC at Regulation 19 Stage to ascertain whether the sites are still available for consideration for development and there are no errors in the UDC documentation provided relating to the sites.
The text of the letters will submitted to the Clerk and well as the contact details of Land owners by the NPSG
2. There needs to be another required survey of all villagers which asks if their opinion of the Objectives of the NP as such arise from the Vision. This must take place before policies are written.
There will need to be DL envelopes for this.
It is asked that the CPC agreed that the costs (paper, printing and envelopes) of the required 'Objectives' Community Survey drawn up by the Neighbourhood Plan Steering Group are agreed in advance up to a maximum £350.
Any order will be placed by the CPC Clerk.(Funds taken from NP Earmarked Reserves)
3. As the preparation of the NP moves forward, the NPSG are meeting more frequently than previously and requiring a hall, usually the Christian Centre.
It is asked that the CPC agree that the hall hires costs of the Neighbourhood Plan Steering Group meetings are agreed in advance covering the period from August 2025 to March 2026 up to a maximum of £300 (10 meetings), and the lead of the NPSG is permitted to book the hall in the name of the Parish Council for such, under copy to the Parish Council Clerk.
Any hall hire and sundry costs for exhibitions, etc would be referred to the Clavering Parish Council for prior agreement. '
(Funds taken from NP Earmarked reserves)

Cllr Frances Smither 01.09.2025