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## NEIGHBOURHOOD PLAN IMPLEMENTATION COMMITTEE MEETING

**MINUTES OF MEETING HELD:** 30 October 2024, 7.00pm  
**VENUE:** Council Chambers, Suite 3, 4 The Limes

**Present:** H Gillings      Cllr G Tullett      Cllr M Marston      Cllr P Batchelor  
Cllr J Winter      Cllr D. Sankey

**NP24/22      Apologies for Absence – for noting but not approval**  
Apologies were noted from Jonathan Quilter, Cllr P Jeater, Elaine Jeater and Cllr M Hart.

**NP24/23      Announcements and Declarations of Interest**  
There were no declarations of interest presented.

**NP24/24      Public Participation**  
No members of the public were present.

**NP24/25      To approve the minutes of the meeting held 12 June 2024**  
The minutes were approved as an accurate record.

**NP24/26      Matters arising for report but not for resolution**  
As part of the work on implementing the suggestions made in the Visual Audit of the High Street, a proposal is being developed to improve the frontage of the Co-Op supermarket.

**NP24/27      To reflect on the Plan of work for Brentwood Borough Council in our work programme**  
It was agreed to take account of the key areas of activity and link with the relevant committees and working groups where our priorities coincide. Of particular interest to the Parish will be the result of the 'Call for Sites' as part of the revision of the LDP.

**NP24/28      To receive feedback from Safe Routes Working Group**  
A status report will be prepared as a report back to Full Council.  
No progress had been made in securing the 'Pedestrians in road' signs. This action will be taken forward following discussion at Full Council.  
Highways will be approached to move the 20mph restriction along Stock Lane to beyond the allotment entrance.  
A request to the Highways Panel has been made to re-paint the zebra crossing.  
**Streetlighting**  
A request will be made to Highways to review the need for streetlighting along the Roman Road. A paper will be written based on residents' concerns, and planning ahead for the CALA Homes development which is due to complete in March 2026.  
**Footpath 38 lighting**  
Progress with the erection of the wall along the edge of Grange Court will be requested.

**NP24/29**

**To consider responses from local businesses on Parking Review**

The working paper was reviewed.

Actions taken since the last meeting:

- Review of Apps offering household drives for renting
- Establishing the need for parking for employees of local businesses
- Contacting SEPP to remove the double yellow lines on the stretch of the Chelmsford Road from the bus shelter to the Gate into Seymour Field

Results of the Parking Questionnaire to local businesses are now available. 81 businesses were contacted to establish whether parking for their employees and customers was an issue for them.

13 responded (16%). The results were discussed and conclusion drawn that this is not a major issue for them. This feedback will be taken account of in our report on Parking more generally in the village.

Brentwood Borough Council had approved the parking places on the CALA Homes site with 34 places less than the Essex County Council recommended level.

The 57 dwellings will be completed by March 2026. Our Parking Review will need to address this shortfall and the subsequent pressures on the village.

**NP24/30**

**To raise any questions and confirm the date of the next meeting**

Next meeting will be held on Wednesday 29 January 2025 at 7pm at the Parish Offices.

**NP24/31**

**Items for inclusion in the next Agenda**

None requested.

**NP24/32**

**Chair to close the meeting**

Meeting closed at 8.55pm.