

Sandon Village Design Statement Association

Secretary: Mrs Clare Rowe

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Minutes of the Sandon Village Design Statement Association meeting held on Thursday 15th March 2007 @ 7.30pm

Present: Michelle Gardiner / RCCE
David Pearson – Chairman
Cllr Dianne Neale
Neville Jessop
Clare Rowe

1. Apologies

Apologies were received from Marjorie, Pat and Ken.

2. Minutes of the previous meeting

Minutes were accepted and signed by the chairman.

3. Matters arising

There were no matters arising

4. Sandon History and Environment

Marjorie had said in an email that she had gathered further information concerning Cardinal Wolsey and intended to go to the library before our next meeting.

Neville had not been able to gain any additional information by speaking to the older residents of the parish. The book on Sandon published by Reg Bush contained lots of information that could be used.

5. Implications of new requirements

A letter had been received from CBC clarifying the current position of the VDS process.

Michelle was asked to clarify the meaning of this letter as it was unclear. She explained that any VDS documents that had been or were subsequently adopted by CBC would only be used as informal interim guidance and not supplementary planning as originally indicated. In light on this the committee asked Michelle if there was any point continuing with the production of the Village Design Statement. Michelle explained that where VDS documents had already been adopted by CBC that they gave Parish Council's back up to argue proposed development that were in contravention of their VDS document. She also confirmed that parishes using the adopted document were happy with its effectiveness in this process.

The parish of Margareting have recently had their VDS adopted under the new guidelines. Michelle suggested to the committee that this document offered a good example of the content that is currently required.

If the guidance from government were to change in the future and allow VDS documents to be adopted as supplementary planning it was important that the committee following the correct consultation process when preparing their document to enable this to happen.

Documents that also could be used to assist in the process are:

Affordable Housing SPD
Urban Design Site Guidance SPD
Sustainable Design and Construction SPD
Essex Design guide

6. Questionnaire

The next stage of the VDS is to prepare the questionnaire using the information gathered at the Photo Fun Day.

It is important that the start of the questionnaire asks profiling questions similar to those asked at registration at the Photo Fun Day, i.e. how long people have lived in the parish.

The document should be between 4 to 6 pages and a maximum of 60 questions.

A few unrelated questions can be included in the questionnaire however it must be made clear that these questions are unrelated to the VDS.

Michelle suggested the West Hanningfield's questionnaire which can be found on their web site was a good example to look at and take guidance from.

Michelle did also mention that she would be willing to help the committee on a consultancy basis to formulate the questionnaire. After Michelle left it was discussed by the committee that this would be a good idea and Clare agreed to speak to Michelle further regarding this.

7. Any other business

David has recently successfully secured a grant and was in the process of applying for another one through Community Planning Fund.

Neville explained that over the coming months he is fully committed with other full time projects and agreed to attend meetings when he was able to.

The AGM is to be held on 02/04/07 @ 7.30pm in the Howe Green Chapel. Clare agreed to ask the parish clerk to advertise the AGM on the Parish Notice Boards and their web site.