

INDEPENDENT EXAMINATION OF THE TIPTREE NEIGHBOURHOOD PLAN

EXAMINER: Andrew Seaman BA (Hons) MA MRTPI

Jonathan Greenwood
Chairman Neighbourhood Plan Steering Group

Diana Webb
Vice Chairman Neighbourhood Plan Steering Group

Bethany Jones
Principal Planning Policy Officer
Colchester Borough Council

Examination Ref: 01/AS/TNP

01 November 2022

Dear Mr Greenwood, Ms Webb and Ms Jones

TIPTREE NEIGHBOURHOOD PLAN EXAMINATION

Following the submission of the Tiptree Neighbourhood Plan (the Plan) for examination, I would like to clarify several initial procedural matters. I also have 1 question for Colchester Borough Council and 5 questions for Tiptree Parish Council, to which I would like to receive a written response(s) by **Tuesday 15 November 2022**, if possible.

1. Examination Documentation

My attention has been drawn to the documentation available on the Colchester Borough Council website¹ which, I understand, constitutes the submission and background evidence for the Tiptree Neighbourhood Plan. If this is incorrect, please advise.

Whilst I will be undertaking a thorough assessment of the submission documents in due course, I have not at this early stage identified any very significant and obvious flaws from my preliminary assessments that might lead me to advise that the examination should not proceed. This remains under review.

2. Site Visit

I currently intend to carry out a site visit to the area before 18 November 2022. The site visit will assist in my assessment of the draft Plan, including the issues identified in the representations.

The visit will be undertaken unaccompanied. Whilst unlikely, if I am identified by any interested party at any point during my visit then, in the interests of fairness and transparency, I should not be approached to discuss any aspects of the Plan or the neighbourhood area, as this may be perceived to prejudice my independence and risk compromising the examination process.

I may have some additional questions, following my site visit, which I will set out in writing should I require any further clarification.

¹ <https://www.colchester.gov.uk/tiptree-neighbourhood-plan/>

3. Written Representations

At this stage, I consider the examination can be conducted by the written representations procedure, without the need for a hearing. However and following my further consideration of the evidence, I will reserve the option to convene a hearing should a matter(s) come to light where I consider that a hearing is necessary to ensure the adequate examination of an issue, or to ensure that a person has a fair chance to put a case.

4. Further Clarification

I have some questions seeking further clarification from the Councils, which I have set out below. I would be grateful to receive a written response by **Tuesday 15 November 2022**, if possible. All of the points set out below flow from the requirement to satisfy the Basic Conditions.

Question for Colchester Borough Council

1. Can you please provide confirmatory evidence (correspondence/minutes) of the formal designation of Tiptree parish as a Neighbourhood Area?

Questions for Tiptree Parish Council

2. Can you please confirm where specific evidence may be found which supports the proposed settlement boundary for Tiptree as shown upon Neighbourhood Plan Policies Map on page 61? For ease of comparison, could you please supply a map of the current adopted settlement boundary for the village?
3. The justification for the Local Green Spaces (LGS) and Policy TIP13 is noted within Section 11 of the Neighbourhood Plan. Could you clarify if any other evidence is available which supports the proposed LGS sites? This will assist me in assessing the suitability of the sites with due regard to national policy. Can you confirm that all landowners have been notified of the proposed LGS designations?
4. Are the boundaries of the proposed LGS at Brook Meadow defined by the map insert at paragraph 11.16 and the Policies Map (page 61) rather than the broader area that could be construed from the Local Wildlife Site on Map 11.1 and which is separately referenced within the Environment Working Group Report in its audit of open space?
5. I note that the Environment Working Group Report is dated 2017 and appears to be in a draft format. Can you confirm if this is the latest version?
6. Could you clarify the intentions for the monitoring of the effectiveness of the Neighbourhood Plan if it should proceed through referendum and be made?

5. Examination Timetable

In view of the additional information which I have requested, I must provide the opportunity for you to reply. Please be aware that this may potentially impact on the anticipated examination timetable should any issues arise in relation to the provision of a timely response. The IPE office team will keep you updated on the delivery date of the draft report.

If you have any process questions related to the conduct of the examination, which you would like me to address, please do not hesitate to contact the office team in the first instance.

In the interests of transparency, may I prevail upon you to ensure a copy of this letter and any responses to my questions, are placed on the relevant Parish Council and Colchester Borough Council websites.

Thank you in advance for your assistance.

Your sincerely

Andrew Seaman

Examiner