



**Councillor Ron Pratt, Town Mayor**

**Sarah Grimes, Town Clerk**

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Ms Fiona Marshall  
Chief Executive  
Maldon District Council  
Princes Road  
Maldon  
Essex  
CM9 5DL

21 April 2017

Dear Ms Marshall,

**BURNHAM-ON-CROUCH NEIGHBOURHOOD PLAN**

Further to David McNeill's email to Leonie Alpin last Thursday 13 April 2017 I now confirm that the recommendations, contained in the report attached to that email, to the Town Council on Wednesday 12 April 2017 were all approved and agreed.

Please report this letter and Mr McNeill's email to the P & L Committee at its meeting on Tuesday 25 April 2017.

Yours sincerely,

A handwritten signature in black ink, appearing to be "S Grimes".

TOWN CLERK

**MEETING OF THE BURNHAM-ON-CROUCH TOWN COUNCIL (BTC)  
WEDNESDAY 12 APRIL 2017**

**AGENDA ITEM 16 B) - PROGRESS OF THE BURNHAM-ON-CROUCH  
NEIGHBOURHOOD PLAN (NP).**

**REPORT OF THE FORMER TOWN CLERK & RFO.**

**Introduction**

Pursuant to the previous reports submitted to the Town Council, and in particular the report to the March 2017 meeting, **I, and the Neighbourhood Plan Review Group (NPRG), are delighted to report that the Independent Examiner (IE) has found the NP to be SOUND and subject to a number of amendments and modifications it can now proceed to Referendum.**

**Schedule of the IE's Amendments and Modifications**

Leonie Alpin and Ian Butt of Maldon District Council (MDC) had prepared a schedule of the above and met with the NPRG on Thursday 6 April to review/consider and agree the IE's recommendations. Following a detailed, and lengthy but productive meeting, a consensus view was reached and it was agreed to refer a number of the IE's recommendations back to him for reconsideration/clarification. **Most important is the fact that these referrals, supported by MDC, are in respect of greater localisation/relevance of certain policies – on balance there are no 'deal breakers' and therefore we are confident that the IE's responses will be acceptable in terms of moving the NP forward.**

The IE has agreed to consider the referrals above on Monday/Tuesday 10/11 April 2017 and an oral report, and hard copies of the relevant documentation, will be given to the meeting on Wednesday evening.

**Progress to Referendum**

MDC's Planning & Licensing Committee agenda for the meeting on Tuesday 25 April 2017, at which it will consider the IE's report and recommendations on the NP, had to be published, because of the Easter break, today Wednesday 12 April 2017. However MDC has agreed that the Town Council's resolution tonight can be received on Thursday 13 April 2017 and will therefore be considered at the Planning & Licensing Committee on Tuesday 25 April 2017.

As a result of the above the significant dates are now as follows: -

**BTC's resolution to MDC – Thursday 13 April 2017**

**MDC Planning & licensing Committee – Tuesday 25 April 2017**

**MDC Full Council – Thursday 11 May 2017**

**Referendum – Thursday 13 July 2017**

**MDC Full Council 'Make' the NP – Monday 7 August 2017 (subject to a positive referendum result!)**

**Conclusion**

**Members, this is it!**

Subject to MDC's consideration this is the final hurdle in bringing the Town's Neighbourhood Plan to fruition after a very lengthy procedure involving very many local residents and businesses. The NP is a credit to everyone that has been involved and is a testament to the dedication and persistence of all concerned that has propelled, sometimes not on the most direct course, the Plan to its penultimate stage in becoming a legal reference document for the development of the Town in the future.

### **Recommendations**

The Town Council are requested to resolve as follows: -

- a) To note and accept this report, the attachments and the recommendations contained therein,**
- b) To authorise the Town Clerk to convey the Town Council's acceptance to MDC on Thursday 13 April 2017,**
- c) To authorise the NPRG to consolidate all the agreed amendments to the NP, in consultation with MDC, in preparation for publication and the Referendum on Thursday 13 July 2017, and**
- d) To approve the renaming of the NP to Neighbourhood Development Plan to accord with the National Standard/General Practice for such Plans.**

**David J McNeill,  
Former Town Clerk & RFO, on Behalf of the NPRG.  
12 April 2017.**