

Southwater Parish Council



Neighbourhood Plan Steering Group Minutes

Tuesday, 10th July 2018, 7.30pm

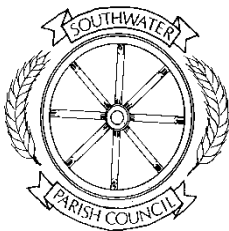
Beeson House
Lintot Square
Southwater

Committee Members

Cllr Graham Watkins (Chairman)
Cllr Geoff Cole (Vice Chairman)
Cllr D.Moore
Cllr M.Neale, Neighbourhood Watch
Cllr P.Flores-Moore

Angie Choat (Southwater Youth Project and Methodist Church)
Rev Dr Godfrey Kesari (Holy Innocents Church)
John Mace (Stammerham Society)
Deborah Priebe (Resident)
Ramesh Shingadia (Londis)
Les Ampstead (Resident)

Catherine Tobin, Parish Clerk
Mr Chris Carey (Planning Consultant)
Mr Andrew Metcalfe (Planning Consultant EnPlan)



Clerk: **Mrs.C.M.Tobin**
Cert.Ed.L.Pol.FILCM.,

SOUTHWATER PARISH COUNCIL

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MINUTES

The Minutes of the NEIGHBOURHOOD PLAN STEERING GROUP meeting held on Tuesday, 10th July, 2018 in the Council Chamber, Beeson House, Southwater, West Sussex, RH13 9LA commencing at 7.30pm.

Present: Chairman: Cllr Graham Watkins

Mr.L.Amsptead Cllr Michael Neale Cllr Neil Whitear
Cllr Geoff Cole Mrs.Deborah Preibe

Apologies: John Mace, Godfrey Kesari, Pauline Flores-Moore, Angie Choat

Consultants: Mr A Metcalfe (Enplan), Mr C Carey

Clerk to the Meeting: Mrs C Tobin

County Councillor: Apologies

NP/04/18 APOLOGIES

Apologies had been received from Mr.J.Mace, Rev.G.Kisari, Mrs.P.Flores-Moore, Mrs.A.Choat

Members NOTED and APPROVED the absences.

NP/05/18 MINUTES

The minutes of the meetings held on the 12th June 2018 were duly approved as a true and correct record of the meeting.

NP/06/18 DATES OF NEXT FULL STEERING GROUP MEETING

Members were referred to the new meeting dates provided in order to maintain on the momentum in terms of the plan enabling this to be presented to Council for approval on 26th September 2018.

- Tuesday 31st July, 2018 at 7.30 pm Beeson House
- Tuesday 14th August, 2018 at 7.30 pm Beeson House
- Tuesday 28th August, 2018 at 7.30 pm Beeson House
- Tuesday 11th September, 2018 at 7.30 pm Beeson House
- Wednesday, 26th September 2018 7.30 pm Full Council Meeting of the Parish Council to consider and adopt the Neighbourhood Plan for Regulation 14 Consultation

At this point in the meeting and due to the confidential nature of the business to be transacted this session would be held in private.

NP/07/18

REVIWEW/UPDATE OF EVIDENCE BASE

Heritage

Andrew Metcalfe asked whether Cllr Nigel Jupp had provided the Clerk with any information; he was aware that she had enquired as to the position with regards to the Heritage Assessments. The Clerk stated that she had not heard from Cllr Jupp and asked whether she should continue to chase for the information.

The Committee asked the Clerk to contact the Southwater History Group to see whether they would indeed take on this project as time was moving on. Andrew Metcalfe stated that whilst it would be good to have such a section within the Plan it was not imperative should this issue not be resolved. The Clerk offered to assist if this should be required.

The Clerk to contact the Southwater History Group to see whether they could pick up the Heritage Assessments.

Open Space Assessment

An indepth discussion took place in relation to the Open Space Assessments which had been mainly worked upon by Cllr Cole and John Mace who had done an excellent job in reducing these to an acceptable number. 58 spaces had been assessed out of a total of 120 some of these were covered by ancient woodland policies.

Important that local green space is covered as set out by Government and whilst some of the areas do not meet the criteria they are nevertheless important to the general public. Andrew felt that it was therefore important to have these areas down to a workable number for the Examination of say 12.

The Clerk was asked to resend the Open Space Assessment document for members to comment upon this.

It was AGREED that the Open Space Assessment would be resent to those on the Steering Group for their comments to be sent to

Andrew Metcalfe of EnPlan and that the figure should be reduced to a manageable twelve areas.

Landscape Sensitivity Study

Again this was a comprehensive piece of work compliant with the Horsham District Council's Landscape work which contained a high level of assessment. Andrew Metcalfe stated that this would be sent to Horsham District Council for comment at Regulation 14.

Members presented APPROVED the document and procedure agreed in order to take to Regulation 14.

NP/08/18

REVIEW OF FIRST DRAFT NEIGHBOURHOOD PLAN (EXCLUDING ALLOCATIONS)

The first draft of the Neighbourhood Plan is being circulated to the Steering Group with the agenda. Please note that this document has not been formatted so members were asked to concentrate on the text. The draft is based on the aspirations gleaned from the Steering Group and consultation responses to date. The intention is to provide a draft to stimulate discussion and to review:-

- Current proposed policies
- Identifying missing policy areas
- Any other comments

Lengthy discussions in individual aspects of the Draft Plan were discussed with members

Concerns noted at the meeting were Page 3, Page 4 comment on Itchingfield. Page 8 the preschool was not Montessori but Little Barn Owls Nursery. Page 9 Easteds Barn reference. Various changes were also discussed in terms of sports area.

Discussions also took place in relation to the garage/parking issue and Andrew was asked to find a solution to the inclusion of this.

In terms of Transport, Andrew indicated that Berkeley's had agreed to do a transport assessment and his thoughts were that the Committee should consider whether or not it and the Parish Council should instruct RPG the Highways Consultancy to carry out a review of this document. Andrew Metcalfe was asked to prepare a brief and obtain a quotation from this company for the next meeting at the end of July 18.

Andrew discussed the possible of a policy in relation to the provision of electrical points for electric vehicles.

Les Amsptead also discussed the need to look at Lifetime Home Regulations which was also an aspiration.

Chris Carey thought that the draft document was an excellent piece of work, as did the Committee but asked that the draft be updated following the comments received during the evening and also those to be provided by others not present at the meeting.

Andrew Metcalfe to provide a brief for the review of the potential Transport Assessment prepare by Berkeley Homes by RPG Highways Consultancy.

Andrew Metcalfe to update the Draft Neighbourhood Plan Policy Document prior to the next meeting.

Deborah Priebe left the meeting at 8.50 pm.

NP/09/18 UPDATE PROJECT TIMELINE

Andrew Metcalfe provided the timelines in order to maintain progress to Section 14 at the end of September, but felt that this was possible.

- Tuesday, 31st July 2018 at 7.30pm Beeson House
- Tuesday 14th August 2018 at 7.30pm Beeson House
- Tuesday 28th August 2018 at 7.30pm Beeson House
- Tuesday 11th September 2018 at 7.30pm Beeson House

NP/09/18 MATTERS FOR FUTURE DISCUSSION OR COMMENT

None at this point.

The meeting finished at 9.45 pm.

Signed as a true and correct record of the meeting

.....Chairman

28th August 2018