

Unconfirmed minutes - to be approved at the next meeting of the Steering Group

Findon Parish Council

**Minutes of Neighbourhood Plan Steering Group meeting held 13 July 2015
at 7.00pm, The Gun PH**

Present: Cllrs Kirk (Chair), Goldsworthy, Havenhand, Mackerell and Roberts

In Attendance: Richard Bell (Temporary Minutes Secretary), Tarquin Taylor & Ed Wain.

| Item No | | <u>Action By</u> |
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| 15.34 | <u>Apologies for Absence</u> | |
| | Apologies received from Steve Flitton, Nick Gore, Ruth Taylor and Maureen Chaffe (Process Matters Consultant), The Steering Group offered their congratulations to Cllr Roberts on her appointment as one of the two West Sussex 'Parish Members' appointed to the South Downs National Park Authority. | |
| 15.35 | <u>Approval of the Minutes 13 May 2015</u> | |
| | The minutes were approved. | |
| 15.36 | <u>Matters Arising</u> | |
| | 15.30 - SDNPA have yet to confirm the start date for counting the 20 new properties. They will let us know. 15.31 - The Getting Around and Community Assets policies have now been updated. 15.31 - Comments on Clapham Draft NP. Response forwarded for issue via the Parish Clerk. | |
| 15.30 | <u>Updates</u> | |
| | <u>Liaison with SDNPA/ADC</u> No liaison has taken place since the last Steering Group meeting | |
| 15.31 | <u>For Discussion/Action</u> | |

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| | <p><u>Review of SDNPA response</u> PK advised that a response had been received and circulated. There were no substantial comments on our ‘Call for Sites’ exercise. TT thought the response was neutral and it should not divert us from moving forward to Reg 14. PK advised that Maureen Chaffe had that day sent him a revised copy of the Plan (v.4) which will be circulated to the rest of the Steering Group. JH flagged that we may need clarification as to whether the allocation of 20 incorporates the requirements in Arun’s Housing Needs Survey.</p> <p><u>Parish Council Endorsement</u> PK advised that he had spoken with Parish Council members and so far there were no objections, although there was a need to see the final draft plan before submission. TT suggested that a formal ratification with the Council should be considered.</p> <p><u>Amendments to current Policies</u> The latest version of the draft plan will be circulated to the Steering Group for comment. PK requested that group members consider whether the essence of what we are aiming to achieve has been captured.</p> <p><u>Compilation of Evidence Base</u> PK advised that all evidence based information will need to be posted on the Neighbourhood Plan website, and a list he had compiled was circulated for comment. All topic group leaders were asked to check against the draft plan and feedback any further comments by Friday (17/7)</p> | <p>PK</p> <p>PK</p> <p>All Topic Group Leaders</p> |
| 15.32 | <u>Any Other Business</u> | |
| | <p>JH commented that a couple of the ‘Call for Sites’ responses were for locations outside the development boundary. It was confirmed that these had been given due consideration but had had to be rejected using the assessment criteria previously agreed by the Steering Group.</p> <p>RB flagged the announcement in the Budget that the government will have the power to build on ‘brown field’ sites which may include the old allotment site amongst others. To be monitored.</p> <p>JM advised that Paddocks Farm were applying for two extra holiday cottages.</p> <p>PG requested it not be left too long before the next meeting in light of the need to move ahead quickly with the draft plan. It was agreed that the date of the next meeting be left open and that the Chair will advise a suitable day and time.</p> | <p>PK</p> |
| 15.33 | <u>Date of Next Meeting</u> | |
| | To be advised | |

Meeting closed at 8.35pm