

EAST HOATHLY WITH HALLAND PARISH COUNCIL

NEIGHBOURHOOD PLAN STEERING GROUP

Minutes of the Meeting held on December 13 2017

- 1. Apologies:** John Deane
- 2. Present:** Diane Knill (Chair), J. Ritchie, T. Pope, S. Cole, V. Crooke, P. Brooke, D. Burroughs, J. Walker, G. Cuthbertson, G. Kennedy..
- 3. Minutes of the Meeting held on November 15 2017**
 - 3.1. Item 7.1.** Objections were raised to this item. As the households etc of the Parish had not actually been consulted it was incorrect to state that in order to raise funds for the NP ‘**the Parish Council could not raise funds of this order without the precept being raised beyond what residents would accept**’.
 - 3.2. The Chair agreed to delete this statement from the minutes.
 - 3.3. It was agreed that with this amendment the Chair could sign the minutes as a correct record of the meeting.
- 4. Dates of Visioning Event and Design Forum and Logistics.**
 - 4.1 The dates for these events had been circulated and the Chair confirmed that she had booked the venues.
 - 4.2. It was agreed that a meeting with FERIA UK would be requested on January 24 prior to the visioning event in the evening.
 - 4.3. The Chair would also request more details from FERIA re the actual event.
 - 4.4. A discussion of the format invitations supplied by FERIA were discussed. Although some concern was expressed at different wording being used for different sections of the community (landowners, businesses, organisations, public etc.) it was agreed that this format letters would be used to contact the above.
- 5. Publicity for the Events in January and March**
 - 5.1. It was agreed after considerable discussion that effort must be made to publicise these events as it was felt that the majority of residents were unaware of (a) A NP was being created (b) What it would mean to them.
 - 5.2. The Chair confirmed that the Parish Council would be producing a Newsletter which would be mailed to every residence in the Parish. The mailshot would be despatched in the week following Christmas.
 - 5.3. The Parish Newsletter would contain an article on the NP (and include the dates of the FERIA events) had been written by Councillor Pope and the Chair (Diane Knill).
 - 5.4. The Chair had also written an article to be included in the January issue of the Parish Magazine.
 - 5.5. It was felt that the Visioning event in January should have maximum publicity. It was agreed that this could be achieved by:

5.5.a. Inserting a flyer in the Parish Newsletter. This would be in a format that could also be used as a poster for display within the Parish. **Action:** The Chair.

This was subject to the approval of David Vaughan, (Chair of the Parish Council) who was producing the Parish Newsletter, despatching it etc.

5.5.b. Sending an e mail to all societies and organisations within the Parish.

Action T. Pope. The Chair would provide the list which she had and would also e mail it to all members of the Steering Group who would provide contacts, corrections, omissions etc. **Update of List and Contacts: All SG Members.**

5.5.c. Cheryl Herriot who wrote the Parish Pump for the Sussex Times would also be contacted and asked to include information re the Feria events in a forthcoming edition of the newspaper. **Action: Chair.**

5.5.d. An article re the NP with dates of the events would be placed on the Village Facebook. It was agreed that this was one of the best ways of reaching younger people. The Chair would supply text for the Facebook site and send it to Peter Brooke. **Action P. Brooke and the Chair.**

5.5.e. It was agreed that a banner would be helpful in drawing the attention of the public to the Neighbourhood Plan . J. Ritchie would investigate the costs of 4 banners, one at the entrance/exit of both villages. Colour/Text etc were not decided.

Action: J. Ritchie.

6. Funding update for the Neighbourhood Plan.

- 6.1. Hersmonceux had sent a copy of the costs of their NP to date which indicated that it would cost of the order of £48K +.
- 6.2. The Chair was asked to obtain costs from Feria for taking the NP to tasks 5 -8 e.g. approximately to the completion of the NP.
- 6.3. The Government had stated that further funds would be available for NP's but details were not yet available.
- 6.4. The Chair and Gill Kennedy would investigate further sources of funding e.g. Sussex Community Fund, East Sussex County Council etc.
- 6.5. It was unlikely that any funds would be available from CIL payments. The use of these was at the discretion of WDC.

7. Date of Future Meetings ;

Future Meetings will be held on:

Thursday January 11 2018 Please note change of date for this meeting.

Wednesday February 14 2018

Tuesday March 13 2018

All Meetings will be held at the Kings Head, East Hoathly and commence at 7:00 p.m.

