

EAST HOATHLY WITH HALLAND PARISH COUNCIL

NEIGHBOURHOOD PLAN STEERING GROUP

Minutes of the meeting held on Thursday September 13 at 7:00 pm at the Kings Head, East Hoathly

1. Present - Diane Knill, Chris Magness, Susan Cole, Richard Partridge, Gill Kennedy, Jonathan Richie, Tony Pope, Gina Cuthbertson, Peter Brooke, Kate Richardson, Victoria Crick, David Chapman.

Apologies - Jonathan Walker.

2. We welcomed Kate Richardson to the Steering Group.
3. Minutes of the Meeting held on August 15 2018 were approved and signed by the chair.
4. Draft Wealden Local Plan - The letter submitted to Wealden District Council as part of the Public Consultation Process has been emailed round to the steering group. In response to the letter, an email had been received by the chair from Emma Gardner which will be emailed round to the steering group. It was agreed that a request by the chair will be made for WDC to respond to our letter by the end of September. The response from WDC will be forwarded to Jonathan Walker to ask his assistance regarding submitting applications via the planning portal.
5. Meeting with Officers at Wealden District Council : October 9 2018
 - 5.1. It was agreed we would request access to WDC maps as their stance on Neighbourhood Plans appears to have changed.
 - 5.2. Members of Steering Group attending the meeting - Jonathan Walker, Kate Richardson, Chris Magness, Jonathan Richie, Susan Cole and Richard Eastham.
 - 5.3. It was agreed someone would take minutes during the WDC meeting.
 - 5.4. A mini-meeting before the WDC meeting will be arranged by Jonathan Richie. Please see below.
6. Feria Update
 - 6.1. A proposed schedule for Tasks 6 – 10 has been suggested of 9 months, but this will need to be confirmed.
 - 6.2. Richard Eastham will be asked to join our meeting on November 6 2018 as there have been considerable changes following our last meeting with him.
7. Reorganisation of the Steering Group

- 7.1. Chris Magness was nominated and seconded for the role of chair. The appointment will be reported to the Parish Council at their next meeting on September 24 and the clerk has been advised of this for the agenda.
- 7.2. Victoria Crick has agreed to take on the role of Minute Secretary to the Steering Group with Gina Cuthbertson as deputy to this role.
- 7.3. The new chair agreed to chair the remainder of the meeting.
- 7.4. Role of Discussion/ Consultation Groups
 - 7.4.1. It was agreed the working parties would be renamed Consultation Groups.
 - 7.4.2. There were no updates from the Leaders of the Consultation Groups as none had met.
 - 7.4.3. Organisation of the Consultation Groups is currently as follows:
 - 7.4.3.1. Employment and Business - lead Tony Pope
 - 7.4.3.2. Development - lead empty - Jonathan Walker, Kate Richardson, Victoria Crick, Richard Partridge. It was agreed Kate Richardson would approach Jonathan Walker about being joint lead with Kate.
 - 7.4.3.3. Leisure, sport, arts, culture, tourism - joint lead Jonathan Richie and Gina Cuthbertson.
 - 7.4.3.4. Infrastructure and sustainability - lead Richard Partridge.
 - 7.4.3.5. Environment and Countryside - (temp) lead Peter Brooke - Katherine Gutkind, Susan Cole, Jonathan Walker and John Deane (TBC).
 - 7.4.3.6. Health and Wellbeing - lead Peter Brooke - Jonathan Walker.
 - 7.4.4. It was agreed the leads of the Consultation Groups would report to the chair by September 23 with confirmation of leads (where applicable), scope and statement of intent.
 - 7.4.5. A long discussion ensued regarding the way forward of the Consultation Groups. It was agreed we would liaise with Richard Eastham regarding his thoughts about them when we next meet with him. Terms of reference for the Consultation Groups are to be placed on the agenda for next Steering Group meeting.
- 7.5. Responsibilities of the Chair were set out under 6.4 of last month's minutes.
8. Date of Future Meetings to be held at the Kings Head, East Hoathly -
 - 8.1. Mini meeting prior to WDC meeting Friday October 5 at 7.00
 - 8.2. Thursday October 11 at 7pm
 - 8.3. Tuesday November 6 at 7pm