

# **DRAFT**

## **EAST HOATHLY WITH HALLAND PARISH COUNCIL**

### **NEIGHBOURHOOD PLAN STEERING GROUP**

**A short presentation by Paul Dadswell (Savills) re their proposed development on land at the South End of South Street preceded the meeting of the Steering Group. A resume of this presentation can be found at the end of these minutes. Mr. Dadswell was accompanied by Mr. S Bradford landowner of the site and his son Mr. N. Bradford.**

#### **Minutes of the Neighbourhood Plan Steering Group Meeting held on May 10 2018**

1. **Apologies:** Tony Pope, Peter Brooke, John Deane, Jonathan Ritchie, Gill Kennedy.
2. **Present:** Diane Knill (Chair), Sue Cole, Jonathan Walker, Victoria Crick, Gina Cuthbertson, David Burrough, Richard Partridge
3. **Minutes of the meeting held on April 12 2018:** These were agreed as a true record of the meeting and were signed by the Chair.
4. **Report from Feria Urban re progress and recommendations of the proposed Neighbourhood Plan for East Hoathly with Halland Parish.**

An interim report from Richard Eastham of Feria had been received late on May 9th and had been forwarded to all members of the Steering Group and the Parish Council. Apart from the Chair, no members present had had the opportunity to read and study the report. **It was therefore unanimously agreed that a discussion of the report would be deferred to the meeting on June 14<sup>th</sup>.** The Chair said that she had been impressed by the positive recommendations of Feria. She would welcome comments on the report before the meeting on June 14<sup>th</sup>.

5. **Proposed Draft National Planning Policy Framework.** The Chair had been contacted by the CPRE (Sussex Branch) who were requesting parishes in East Sussex to object to what they perceived as changes to the status of Neighbourhood Plans. The interpretation by the CPRE was that Neighbourhood Plans would require revision every two years to be in line with the Local Authority Housing allocation. The Chair had written to the CPRE requesting clarification re this objection since the wording in the NPPF was complicated and did not appear to propose this change to the status of Neighbourhood Plans. CPRE (East Sussex) had referred the matter to Head Office for clarification but to date no response had been received. Four other members of the SG had studied the relevant section of the Draft NPPF and were unable to clarify what was the intent of the NPPF re this matter.

As this issue had not been clarified by the CPRE it was **unanimously agreed that the Steering Group would take no further action in this matter.**

## 6. **Working Parties and Neighbourhood Plan Policies**

### 6.1. **Neighbourhood Plan Policies.**

It was agreed that through the consultation process of the Visioning Event and the Design Forum we had reached a stage in the development of the Neighbourhood Plan where we could confirm and address the relevant policies. Policies had been discussed previously and it was agreed that the following would be a priority:

Development  
Employment and Business  
Leisure, Sports and the Arts  
Infrastructure  
Health and Well Being  
Environment and the Countryside.

It was agreed that the separate WP's of Arts, Crafts, Tourism, and Leisure and Sports would be amalgamated as Leisure, Sports and the Arts.

### 6.2. **Working Parties.**

The following issues were discussed:

- 6.2.1. Following the appointment of Ferial Urban as our consultant for the NP the Working Parties had not met or taken any action since September 2017 as we were waiting the outcome of the public consultation and the report from Ferial.
- 6.2.2. It was agreed that the Working Parties should now be activated and that they should (a) begin to meet (b) commence work on the relevant draft policies for the Neighbourhood Plan
- 6.2.3. Provide regular updates on progress to the SG at their monthly meetings.
- 6.2.4. Where necessary expand their membership to include residents who had relevant skills and interests.
- 6.2.5. Members of the public who had attended the Visioning Event/Design Forum would be contacted individually (if their contact addresses/e mails were known) and invited to take part in a Working Party of their choice. It was agreed that the Chair who held the records of attendees at the above events would provide a list at the next meeting of the SG **Chair to Action.**

It was further agreed that the list would be shared with members of the SG and each member of the SG would contact approximately 6 residents listed and invite them to take part in a Working Group.

A proforma letter would be written by the Chair and Gina Cuthbertson for circulation to those invited. **Chair and Gina Cuthbertson to Action.**

- 6.2.6. It was agreed that young people need to be contacted and involved. David Burrough suggested an approach should be made to young people attending the Midsummer Magic event on June 24<sup>th</sup>. David offered to lead

this proposal. **Action: David Burrough and members of the Leisure, Sports and Arts Working Party.**

6.2.7. A possible series of Open evenings or afternoons where residents would be invited to provide suggestions, join working parties etc. was discussed.

**Decision deferred to June 14 Meeting.**

6.2.8. A list of Working Parties and their current membership Membership is appended.

### **7.1. Steering Group Membership**

7.1. It was agreed that the vacancies in the SG which had arisen over the past year needed to be filled.

7.2. The Chair emphasised that correct procedure must be followed when new members were invited to join the Steering Group.

7.2. Proposals for new members must be submitted to the Steering Group who would then decide if they thought it would be expedient to invite the person concerned to join the SG. New members must bring skills which would be useful in creating the NP.

7.3. A letter of invitation would then be sent by the Chair inviting them to join the SG or alternatively a Working Party. A Working Party might be more attractive to some where they were not able to provide the commitment which membership of the Steering Group involved

7.4. It was agreed that increased representation from Halland residents on the Steering Group was necessary.

7.5. It was agreed after discussion that the following would be contacted:

Alex Weller (Halland resident)

David Chapman (Halland Resident)

Linda Butcher

Pippa Cossens

David Seabrook

**Chair to action:** Jonathan Walker offered to contact David Seabrook and this was agreed.

7.6. It was agreed that any list of contacts held on a computer by members of the Steering Group (but especially the Chair) would be subject to the DPA. This could include the lists obtained at the two Forums. Lists of SG Members and Members of Working Parties are covered by the Parish Councils data protection but residents contact details compiled from lists obtained at public meetings might not be covered. Clarification on this point was required. **Chair to Action.**

## **8. Reorganisation of the Steering Group**

- 8.1.** The Chair had intimated that she would stand down in September as Chair. As a result discussions took place as to how the Steering Group could be reconstituted so that the work load was more evenly distributed.
- 8.2.** The possibility of having two Chairs with shared responsibilities was discussed but no resolutions were passed and the matter was deferred to the meeting on June 14.
- 8.3.** It was unanimously agreed however that the workload carried by the Chair was too heavy and that members of the Steering Group needed to take on more responsibilities so that the work load was more evenly spread.
- 8.4.** Members were invited to consider the responsibilities currently required of the Chair and how they could be shared. Cairing Gup Membes were asked to bring ideas to the meeting on June 14.
- 8.5.** Members were reminded by the Chair that any changes to the organisation of the Steering Group would need to be approved by the Parish Council

## **9. Publicity and Contact with Residents.**

- 9.1.** The new PC web site should be up and running by the end of June and would have a page dedicated to the NP.
- 9.2.** Contact with residents especially those who had attended the Design Forum has been discussed in 6.2.5.
- 9.3.** Further discussion was deferred to June 14<sup>th</sup>.

## **10. Date of Future Meetings**

It was agreed that meetings would be held on Tuesdays, Wednesdays and Thursdays and not on a fixed day of the week.

**Thursday June 14**

**Wednesday July 25**

**Thursday September 13**

**All the above meetings will be held in the Kings Head, East Hoathly and commence at 7:00pm**

**Diane Knill**

**Chair, Neighbourhood Plan Steering Group  
East Hoathly with Halland Parish Council**

**Addenda:**

**Resume of Presentation by Strutt and Parker  
List of Working Parties and Current Membership**

## **EASTHOATHLY WITH HALLAND NEIGHBOURHOOD PLAN**

### **NEIGHBOUR HOOD PLAN WORKING PARTIES. Current membership and leaders.**

#### **Development Policy**

Leader:

Members: Jonathan Walker, Diane Knill, Kathryn Richardson, Katherine Gutkin, Victoria Crick.

#### **Employment and Business Policy**

Leader: Cllr. Tony Pope

Members:

#### **Infrastructure:**

Leader: Cllr. Diane Knill

Members: Gill Kennedy

#### **Health and Well Being**

Leader: Peter Brooke

Members:

#### **Countryside and Environment**

Leader: Cllr. John Deane

Members: Cllr. Sue Cole, Jonathan Walker, Peter Brooke, Katherine Gutkind

#### **Leisure, Sports and the Arts**

Leader: David Burrough

Members: Cllr J. Ritchie, Gina Cuthbertson, Sue Burrough

## **RESUME OF PRESENTATION BY PAUL DADSWELL, SAVILLS**

**(Agents for Mr. S. Bradford, land owner)**

### **Proposed Development of Land to the South of South Street, East Hoathly**

1. Mr. Dadswell had attended both days of the Design Forum and had considered the presentations made during the sessions and visited the site off South Street with the consultant Richard Eastham and members of the SG and public.
  2. Following the Design Forum, Savills had taken on board ideas that were presented and a new design for the site had been drawn up and the number of proposed properties reduced to 75. \*
  3. Prior to submitting an application to WDC, the revised design had been presented to WDC for general discussion with Planning Officers.
  4. WDC Officers were not in favour of the revised proposal (apart from the reduction in housing numbers). Other reasons were also given in a letter to Savills and at this stage referred mainly to layout.
  5. The general opinion of the SG was that the revised proposal for layout was preferable to the initial layout which WDC preferred.
  6. The Chair reminded those present that while the SG could consider the proposed plans in so far as they pertained to the NP the SG had no authority to act on behalf of the Parish Council and any comments expressed were not necessarily those of the PC.
  7. Paul Dadswell confirmed that Savills acting for Mr. Bradford, would shortly be submitting an OL Planning Application to WDC in respect of the above site. The plans would be further revised before a full detailed application was made .
- Copies of the site plans and the letter from WDC to Savills (see 4 above) are currently in the possession of the Chair. Copies were made available by Paul Dadswell to those present at the SG Meeting on May 10 and will be made available to other SG members on June 14.