

**EAST HOATHLY WITH HALLAND PARISH COUNCIL**  
**NEIGHBOURHOOD PLAN STEERING GROUP**

**Draft Minutes of the Neighbourhood Plan Steering Group held on June 14 2018**

1. **Apologies:** Peter Brooke, Jonathan Walker.
2. **Present:** Diane Knill (Chair), Tony Pope, Sue Cole, Jonathan Ritchie, John Deane, Gill Kennedy, Gina Cuthbertson, Victoria Crick, Richard Partridge, David Burroughs. Chris Magness, Chair Planning Committee of the Parish Council was also present.
3. **Minutes of the Meeting held on May 10 2018:** These were agreed as a true record of the meeting and were signed by the Chair.
4. **Wealden District Council Draft Local Plan:**

4.1 The following information had been received re the Draft Local Plan:

June 26	Publication of Draft Local Plan.
July 5	Draft Plan with Committee
July 18	Draft Plan with Full Council.

4.2. The Council Meetings on July 5 and 18 were open to the public to attend as observers. Members of the Steering Group could attend these meetings if they wished. The Chair said that she would attend the meeting on July 5<sup>th</sup>.

4.3. There was no further information re the Ashdown Forest Emissions Embargo.

**5. Feria Interim Report:**

5.1. The report had been received by the Chair on June 12<sup>th</sup> and immediately circulated to members of the Steering Group.

5.2. Feria had been provided with comments on the Draft Interim Report and these had been taken into account in the final Interim Report.

5.3. Comments on the final version were deferred to the meeting on July 25<sup>th</sup> as there had been insufficient time for SG members to study the amended report.

5.4. It was agreed that members of the Parish Council would be sent the Interim Report.

5.5. It was agreed that when the Parish Council website was active again that the Interim Report would be published on that part of the website dedicated to the Neighbourhood Plan. The date when the Website would be active was still not confirmed.

5.6. It was agreed that it was necessary to modify the title page of the Interim Report so that members of the public reading it did not think that (a) the opinions expressed in the report were final and agreed and (b) proposals in the report were not those which would necessarily be adopted in the Neighbourhood Plan.

5.7. It was proposed agreed that the title page of the Interim Report should state

**“ Although various land parcels are described in this report which could share in the development of East Hoathly the impression is given in the report that this would be acceptable to the community. Further consultation with the community is required before these proposals can be regarded as acceptable. At the moment they are merely suggestions.”** (Text from covering letter of Feria to Chair).

5.8. It was agreed that although Feria had recommended that the Interim Report should be forwarded to Wealden District Council as a means of opening dialogue with them once more, the Steering Group did not think this course was advisable for the present.

5.9. It was agreed that the Interim Report would be sent to WDC after July 25 when the Wealden Draft Local Plan had been published and had been to full council. The position re development in East Hoathly and Halland would be clearer.

5.10 Chair to write to WDC to arrange a meeting date a.s.a.p. after July 25<sup>th</sup>. **Chair to Action.**

**5.11.** Feria had also recommended that we hold a site allocation workshop with Wealden. The purpose of this workshop would be to try to persuade WDC that there were viable alternatives to any housing allocation being entirely on one site (e.g. Hesmonds). It was agreed that this could not be arranged until after an initial meeting with Wealden had been held. (see 5.10).

## **6. Future Relations with Feria**

6.1. It was agreed that the Neighbourhood Plan could not move forward without the advice of a Consultant and that Feria was the preferred choice.

6.2. The way forward would be subject to decisions made by WDC in the Draft Local Plan.

6.3. It was agreed that the Chair would write to Feria and inform them that we wished to appoint them as our consultants (subject to Parish Council Approval) but that we wished, in the light of the Draft Local Plan, to discuss the way forward with them. Feria had produced a progress schedule (Tasks 7 – 16) and this might need to be modified depending on the emerging Draft Local Plan.

6.4. It was agreed that we could not confirm their appointment, schedule or costs until after July 25<sup>th</sup>. A meeting to discuss the work schedule and revised costings was to be arranged after July 25<sup>th</sup>. **Chair to Action.**

## **7. Cost Implications and Funding..**

7.1. The provisional costs of Tasks 7 -16 provided by Feria were £ 19875.00. It was agreed that these costs seemed reasonable.

7.2. The Parish Council had earmarked £12500 in their reserves for the Neighbourhood Plan in the 2018/19 budget.

7.3. Provided the Parish Council were able to provide a further £12500 in their 2019/2020 budget there would be adequate funds in the earmarked reserves of the PC to meet the costs of retaining Feria as consultant to the Neighbourhood Plan.

7.4. It was agreed that a formal request would be made to the Parish Council in the autumn that they provide further earmarked reserves in their 2019/20 budget to fund the Neighbourhood Plan. **Chair to action when appropriate**

7.5. The possibility of raising the precept to cover the Neighbourhood Plan costs was also raised. This decision rests with the Parish Council and would need to be discussed with the Parish Council prior to the precept for 2019/20 being set.

## **8. Working Parties:**

8.1. The Chair and Gina Cuthbertson had produced a list of names and addresses of those who had signed the register at the Visioning Event and Design Forum. They also produced a format letter which could be used to contact those on the lists and others to invite them to join or sit in on meetings of working parties.

8.2. It was agreed that landowners would not be contacted for the present but invited to a meeting in the future where they could present their views on development and the Neighbourhood Plan. Tony Pope agreed that he would draft a letter to Landowners which he would present at the next meeting of the Steering Group. Action: **Tony Pope.**

8.3. The Chair and GC agreed to revise the list and send it to all SG members. It would be marked up so that each member of the SG would be allocated specific contacts.. **Chair and GC to action.**

8.4. The Chair requested that all working parties should submit a written report of their meetings/activities etc to meetings of the Steering Group. David Burrough said that the Working Party Leisure, Arts, Sport Working Party etc. would be attending the Midsummer Magic Event on June 23<sup>rd</sup> and would report to the next meeting.

## **9. Organisation of the Steering Group**

9.1. As agreed at the meeting on May 10,, the Chair had contacted Linda Butcher, Pippa Cossens, David Chapman and Alex Weller to invite them to join the Steering Group. Jonathan Walker had contacted David Seabrook. Pippa Cossins and David

Chapman had agreed to join the SG and would be present at the meeting on July 25<sup>th</sup>. Pippa Cossins had said she would like to attend meetings of both the Steering Group and a Working Party to help her decide where she could be most useful. Linda Butcher had declined but would offer advice when necessary. As a former Town Clerk her advice and guidance would be useful. Alex Weller had not yet replied and David Seabrook had declined.

9.2. It was agreed that the workload which was at present carried by the Chair needed to be shared. It was proposed that Neighbourhood Plan Steering Groups in other Wealden Parishes could be contacted for ideas as to how they had allocated responsibilities within their Steering Groups. **Action: Gill Kennedy.**

9.3. No solution had yet been found for a new Chair of the Steering Group (from September 11<sup>th</sup>). Further discussion deferred to July Meeting.

## **10. Contact with Outside Bodies etc.**

10.1. John Deane explained that he had contacted Nus Ghani (MP) re the lack of cooperation by WDC with regard to East Hoathly NP. John emphasised that he had written as a private citizen and did not mention that he was a member of the NP Steering Group.

10.2. The Chair felt that even though a steering group member contacted an outside body without reference to their position within the Steering Group, it was advisable to inform the Chair beforehand and to consult members of the SG at a meeting.

10.3. Members present did not entirely support the Chair's views and it was agreed that contact with outside bodies was permitted provided any approach was not written as a member of the Steering Group. It was generally agreed that the Steering Group should be informed.

## **Date of Future Meetings**

**Wednesday July 25**

**Thursday September 13**

**Unless it should prove necessary there is no meeting in August.**

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

Diane Knill , Chair Neighbourhood Plan Steering Group

