

NEIGHBOURHOOD PLAN REVIEW STEERING GROUP (NPRSG)

MINUTES OF MEETING

MONDAY 1st JUNE 2020

By Zoom due to Coronavirus

IN ATTENDANCE: Parish Council

Sheena Overington (SO), Andrew Jackson (AJ), Louise Davies (LD)

Community Members

Keith Charman (KC), Jill Sutcliffe (JS)

SO opened the meeting at 7.00 pm.

1. **Apologies:** Received from Steve Rollinson (SR)
2. **Declaration of Interests:** There was no change to the interests previously declared and recorded.
3. **Minutes of the Last Meeting:** The minutes of the meeting held on 4th May 2020 were approved as an accurate record.
4. **Local Plan Update:** A response to the questions forwarded to Andrew Frost (CDC Director Planning and Environment) had now been received from Toby Ayling, Divisional Manager, Planning Policy. SO provided details of the questions and the responses which provided limited clarity and guidance. It was acknowledged that the CDC officers were working under considerable pressure to prepare the necessary evidence base for the Local Plan Review and meet government guidelines. It appeared from the published timetable that further details on housing allocation would be provided in Spring 2021, but as had already been experienced, it was highly likely that this timetable would change. It was agreed that there was no point in making any further comment, although trying to obtain a cross reference list for policy numbers in the reviewed Local Plan would be useful. **Action: SO**
5. **Site Selection:**
 - a. **Public Consultation Report - Site Selection Consultation Executive Summary Report:**
The document had been re-drafted and circulated in advance of the meeting; the new format was approved. The details were reviewed, and amendments made and agreed during the meeting. It was agreed 'Executive' should be removed from the title. To be re-circulated for final check and approval, particularly Steering Group response to assessment queries. **Action: ALL**
 - b. **Access Assessment:** Laurence Shaw Associates had confirmed that a draft report would be forwarded to review within the week. Laurie Shaw would be happy to address any further queries. LD to circulate. **Action: LD**

- c. Site Change: The circumstances for one site had now changed following the death of the landowner. SO and KC would be meeting with the deceased's family on 3rd June to ascertain more information and would report back. **Action: SO/KC**

6. **Local Green Gaps:**

- a. Local Assessment: The latest draft document had been circulated prior to the meeting. The document was reviewed, and amendments discussed and agreed during the meeting. The Local Green Gaps delineations, as shown in the report, were approved.

It was agreed that independent validation of the Local Assessments was required. Residents, who were involved in the Character Area Assessments for the Village Design Statement, might be willing, along with members and associates of the Parishes Wildlife Group or previous Parish Councillors. Suggestions to be forwarded to SO. Although advertising for community help was desirable, some understanding of the requirements was beneficial. SO/LD to give consideration as to how the validation could be completed. Once done, the report and validation could hopefully be sent to AECOM advisor for further comment. **Action: SO/LD**

- b. Sussex Biodiversity Records Centre – Ecological Data Search – Summary Report: JS had now obtained and circulated in advance of the meeting. JS confirmed that there was a more detailed report available and would download and circulate to all. This provided supporting evidence for the green gap assessments. **Action: JS**

7. **Policy Amendments:**

- a. Progress Update: SO had continued to draft/research the amendments. It was important to include reference to evidence from the community questionnaire in the justification.
- b. Climate Change Policy: Following the appointment of CDC's Climate Change Officer and having attended a recent AECOM webinar, SO questioned whether it was necessary to re-draft and re-name Policy IN4: Renewable Energy Schemes to address Climate Change. Justification and a draft had been circulated in advance of the meeting. KC highlighted that any policy needed to provide clarity that it addressed microgeneration rather than industrial sized generation. JS referenced policies within the South Downs National Park Local Plan and would circulate details. It was important to ensure that any policy fitted with the Chichester Local Plan Policy, which it was presumed the new Officer would be reviewing. **Action: JS**

8.00 pm – AJ left the meeting.

8. **Timetable:**

- a. It was agreed that the NP could not be progressed much further until the housing allocation had been confirmed by CDC, which would hopefully be Spring 2021. Reports and evidence gathering could be taken so far, but until an indication of the number had been received, the SEA and HRA were on hold. At this point in time, no grant funding requirements could be identified.

9. **Any Other Business:**

- a. JS advised that she would continue to collect and circulate additional references for what was currently being considered to help keep the group up to date.
- b. Next Ad Vincula Article: To include an update on the Local Plan delay and how it was affecting the Neighbourhood Plan. **Action: SO**
- c. LD had been contacted by one of the agents asking for a 5-minute call with a NP Group member. She had advised that the NP Review was delayed (as previously stated in an email) due to the Local Plan delay and asked the nature of his enquiry. There had been no further response.
- d. JS advised that receipt of the Dragonfly survey of the River Kird was imminent. With landowner permission and taking Covid-19 precautions, further work was being undertaken tomorrow. There was no doubt that it would emphasise the importance of the River Kird as a nursery for the internationally important site on the River Arun. It would support the case to protect the River Kird.

10. **Date of Next Meeting: Monday 6th July 2020 at 7.00 pm, by Zoom.**

There being no further business, the meeting closed at 8.10 pm.