

NEIGHBOURHOOD PLAN REVIEW STEERING GROUP (NPRSG)

MINUTES OF MEETING ON MONDAY 6TH JULY 2020

By Zoom due to Coronavirus

IN ATTENDANCE:

Parish Council

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

Community Members

Keith Charman (KC)

SO opened the meeting at 7.00 pm.

AGENDA ITEMS:

1. **Apologies:** Received from Jill Sutcliffe (JS), Community Member.
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 1st June 2020 were approved as an accurate record.
4. **Local Plan – CDC Interim Policy Statement:** A link to the statement had been circulated in advance of the meeting. The content was briefly discussed. SO had reviewed the document in detail and against the comments previously provided by Andrew Frost, and would circulate her summary. The Parish Council would be considering further at the Planning Committee meeting tomorrow evening. **Action: SO**
5. **Site Selection:**
 - a. **September Public Consultation Report:** Circulated in advance of the meeting, there were no further comments or amendments required. The document was formally approved.
 - b. **Access Assessment:** The access report from Laurence Shaw Associates was circulated in advance of the meeting. As the report indicated that the Paddock Farm access would need to be widened, it was agreed the landowner/developer should be requested to obtain WSCC Pre-application advice in order for the site to progress to the next consultation stage. **Action: LD/SO**
 - c. **Site Change:** SO/KC met with the Tanglewood landowners on Saturday 27th June 2020; a meeting report had been circulated. KC gave a summary of discussion; the site had the potential to increase in size if the existing house and garden were also included. The landowners were now exploring options and would provide further details. There was no action for the NPRSG at the present time, although thought would need to be given/advice obtained regarding further consultation if the proposal had changed.

6. **Local Green Gaps:**

- a. **Local Validation:** A proposed validation sheet had been circulated in advance of the meeting. It was agreed that the questions would provide the necessary local validation for the Green Gap assessments. To ensure objectivity, all to be asked to comment upon the 5 gaps and the comment sheets would then undergo a standardisation process. To obtain objective, subjective, and professional comment, it was agreed a request to be involved to be sent to the following (LD noted names), with the aim of having input from at least 10 people:
- Those who had undertaken the Conservation Area Character Appraisals for the Village Design Statement.
 - Some Ex Parish Councillors.
 - Known residents in the gaps.
 - External professionals with wildlife connections.

SO/LD to send invitation and action.

Action: SO/LD

- b. **Sussex Biodiversity Records Centre – Ecological Data Search:** It appeared that obtaining the reported incurred a charge of £100 plus vat. SO advised that this had been unknown at the time of the request and authority to make the purchase had not been authorised by the Parish Council or included in the grant funding. It was agreed that as the data supported the Local Green Gap assessments, a request to fund to be included on the next Parish Council meeting. **Action: LD**

7. **Any Other Business:**

- a. Next Steps: Local Green Gap validation and Paddock Farm access.
- b. Next Ad Vincula article: As there was nothing new to report, no article to be published.
- c. LD advised that she had received an email from a Billingshurst resident, whose children attended Wisborough Green school, enquiring into self-build in the village and asking for an initial scoping discussion. It was agreed that the NP Review process and the land under consideration did not provide this opportunity. LD to respond accordingly. **Action: LD**

8. **Date of Next Meeting: Monday 7th September 2020 at 7 pm**, by Zoom. (It was agreed not to hold the meeting in August)

There being no further business, the meeting closed at 7.38 pm.