

NEIGHBOURHOOD PLAN REVIEW STEERING GROUP (NPRS)

MINUTES OF MEETING ON MONDAY 7TH SEPTEMBER 2020

By Zoom due to Coronavirus

IN ATTENDANCE:

Parish Council

Sheena Overington (SO), Louise Davies (LD), Lucy Bartley (LB)

Community Members

Keith Charman (KC)

SO opened the meeting at 7.00 pm.

AGENDA ITEMS:

1. **Apologies:** Received from Andrew Jackson, Parish Council representative. There had been no message from Steve Rollinson.
Unfortunately, Jill Sutcliffe had stepped down from the group, but SO was delighted to welcome a new Parish Councillor, Lucy Bartley.
2. **Declaration of Interests:** There was no change to the interests previously declared and recorded.
LB advised that she lived in Fittleworth Road and had no interest or connection to any of the sites being promoted for development.
3. **Minutes of the Last Meeting:** The minutes of the meeting held on 6th July 2020 were approved as an accurate record.
4. **Developer Contact:** Emails from two developers had been circulated to the group. Advice and a Local Plan update had been requested from CDC but no response to date. The developer requests would be considered at the Parish Council meeting on 15th September 2020.
5. **Site Selection:**
 - a. **Paddock Farm Access:** The agent telephoned LD to advise that WSCC pre-application advice had been obtained. The access had apparently been approved although a safety audit was required. The agent had been unable to confirm whether WSCC required the access to be widened and if further Coed Afal land was required. LD had therefore suggested that if further land was required, confirmation from the landowner was required and being between two Listed buildings in the Conservation Area, advice should be sought from CDC, particularly as the wall could also be Listed.

6. **Local Green Gaps:**

- a. **Local Validation:** Twenty residents representing different areas of the parish, who had previously helped or shown interest in the Neighbourhood Plan or Parish Council, had been asked to assist in the validation process. Twelve positive responses had been received and all had now received the necessary paperwork with a response deadline of 30th September. It was agreed that the next group meeting should be a standardisation meeting to complete the process before forwarding the final report to AECOM to review.
LD would follow up with the outstanding requests. **Action: LD**

7. **Any Other Business:**

a. Next Steps:

- **Policy Work:** SO and LD would refamiliarize themselves with the work to date. It was felt that most of the work was completed. LB offered help as required.
Action: SO/LD/LB
- **Drafting Revised Document:** LD would contact CDC to ask how revisions should be shown, ie, was it necessary to identify every small wording change.
Action: LD
- **Site Selection Assessment Report:** This had been drafted as the process had progressed. KC would review the Arundel example and draft the 7 site pages.
Action: KC

- b. **Next Ad Vincula Article:** Having had a summer break, it was important to re-engage with the village. SO to draft an update on the Green Gap work and advise that CDC was due to confirm the housing allocation number this autumn which would allow the NP consultation process to resume.

- c. KC advised that Loxwood had 4 applications being pursued and as such, the NP process was being progressed quickly. It was agreed that the recent government planning changes and CDC's interim planning statement had huge implications for the NP process and every effort would now be made to complete the process quickly in Wisborough Green. It was essential to obtain advice and an update on the 5-year housing land supply position from CDC. When CDC had confirmed the housing allocation number, expected in October, the site selection process could be undertaken along with the Strategic Environmental Assessment (SEA) and Habitat Regulation Assessment (HRA).

8. **Date of Next Meeting: Monday 5th October 2020 at 7 pm, by Zoom.**

There being no further business, the meeting closed at 7.40 pm.