

## NEIGHBOURHOOD PLAN REVIEW STEERING GROUP (NPRSG)

### MINUTES OF THE MEETING ON MONDAY 2<sup>nd</sup> FEBRUARY 2026

On Zoom

#### IN ATTENDANCE:

##### Parish Council

Louise Davies (LD), Andrew Jackson (AJ), Sophie Winship (SW)

##### Community Members

John Bristow (JB), Keith Charman (KC), Louise Jellard (LJ), Sheena Overington (SO)

The meeting opened at 7.30 pm.

1. **Election of Chair:** It was agreed that SO would Chair this meeting.
2. **Apologies for Absence:** All in attendance.
3. **Declaration of Interests:** No change to previously declared interests.
4. **Minutes of the last meeting:** The minutes of the meeting held on Monday 5<sup>th</sup> January 2026 were approved as an accurate record.
5. **Site Assessments:**
  - a. Full Assessment Summaries: These would be provided in a folder at the consultation event. There was not urgency as they would be printed by LD, but a consistency check before printing was required. **Action: SO**
  - b. Display Summaries:
    - Green Sites: AJ had checked and circulated the summaries that would need to be printed for the display. A few typos were noted but otherwise agreed. **Action: LD**
    - Red Sites: The summaries currently included in the display required a consistency check as soon as possible. **Action: AJ / LJ**
  - c. Capacity: On Friday, AJ had undertaken further site visits for the Petworth Road sites.
    - Tanyards: He had spoken with the landowner and contrary to what was understood from the agent, the intention was to include the existing house in the site; the house could be demolished to allow better use of the site in terms of layout and capacity. The landowner acknowledged that development could only extend so far due to flooding and in line with the development on the opposite side of the A272. A line could be drawn diagonally from the bottom of the hill parallel to the river which effectively cut the field in half. The bottom of the field, close to the flood area, had slightly different grass indicative of flooding. A new access would be created off the A272, leaving the existing drive serving Old Tanyards only. The site capacity was up to 25, supported by the owner.

- Land South of A272: The site had been cleared considerably since his previous visit a few years ago and as such, he was able to walk to review the slope and contour lines. The level at the top section of the site was comparable to the houses on the A272 and adjacent Great Meadow; a slight slope. Development in this area would be in Flood Zone 1. The river and flood area appeared to be further below, with the bottom section being more scrub land. There was potential capacity for up to 30 although the pond area would be a challenge.
- Paddock Farm: The lower section of the field had a heavy tree line which could make housing dark if the area was used; this did not appear to be in the flood zone. If linked with the other site, it would create one large site, although the shared access could limit the number. A technical study would be required to determine.

After some discussion, it was agreed to:

- Tanyards: For up to 25 dwellings.
- Land South of A272: For up to 25 and 12 – phased development could be considered, particularly if Paddock Farm was selected too, to ensure best land use and not limit future opportunities.
- Paddock Farm: For up to 12 dwellings.

## 6. Consultation Event:

### a. Publicity:

- The poster had been displayed on the noticeboards, Facebook and in the February Ad Vincula.
- The roadside advertising boards were erected.
- The wording for SW's piece to camera for Facebook was agreed. To be posted shortly. **Action: SW/LD**

- b. Land Promoters: Notification of the consultation event had been sent to all promoters as a reply to their submission to ensure it was received. Some acknowledgements had been received, including a couple of telephone calls. As the Ansell's Yard promoters were unable to attend, they had requested a meeting. In discussion with AJ, this had been declined; they confirmed by email that the site details were as previously. The Tanglewood developer had telephoned to advise that the land purchase for the land behind was in discussion but this would depend on whether it was up for consideration. It was agreed that they should be advised – AJ would provide text. **Action: AJ**
- It had previously been agreed to advise promoters of the assessment to prevent any confrontation on the day. LD was concerned that by sending an email, it then opened up communication in advance of the consultation, whether this was email or telephone, and it put her in a difficult position as well as being time consuming. As a result, it was agreed that official words would be agreed for the event. **Action: ALL**

- c. Consultation Displays: A further draft had been circulated and displayed. A few amendments were made. The following was agreed:
- Maps to be amended to show the full extent for Tanyards.
  - Slight wording amendments recorded; Clark's Yard, clarity regarding the number of houses required and CIL wording,
  - Not to include update about NPPF 2026 – overly complicates.
  - AJ to circulate text to add detail to the large / small / concentrated / dispersed section. To provide an idea of size, to include reference to Great Meadow (25) and Songhurst Meadow (22). **Action: AJ**
  - The proposed timeline amended for Regulation 14 in the Autumn.
  - Add a page to highlight that the NP process is being led by volunteers.
  - **Action: LD to update and re-circulate. SW to proofread.**
- d. Consultation Response Booklet: The drafted booklet had been circulated and was displayed. The following was agreed:
- Content and format.
  - Tanyards – for up to 25.
  - Land South of A272 – two options – up to 25, and up to 12.
  - Paddock Farm – up to 12.
  - To re-word the question relating to gates – Do you agree that segregated development, e.g., with electric gates, is out of character with WG?
- e. Additional Questions: Question in the booklet were agreed with one comment as noted above. No further questions to include.
- f. Drone Footage: LD and LJ visited Philip Chambers, a Wisborough Green photographer, to view the footage. It was stunning and not only demonstrated the green gaps around WG, but he had some fantastic flood footage. He had offered to take some additional footage to show Kirdford and Durbans Roads. LD would follow up. **Action: LD**
- g. Set Up – confirmation:
- Printing – one booklet per person rather than household. LD to review number printed last time / number used and add 100. To order. **Action: LD**
  - Other stationery / name badges / signs etc – list recorded by LD, who would purchase. AJ to buy glue; expenses to LD. **Action: LD/AJ**
  - Refreshments – tea/herbal, coffee/decaf coffee, squash, milk, sugar and biscuits. Expenses to LD. **Action: KC**
  - Thursday 26<sup>th</sup> - 9.30 am in V Hall car park – Display Board collection. **Action: LD/JB**
  - Thursday 26<sup>th</sup> - 11.00 am – Erect boards in the Vine Room at the Hall & prepare banners. **Action: LD/JB/SW**
  - Friday 27<sup>th</sup> – 11.00 am – Set up in the Hall / attendance / clear up. **Action: ALL**
  - Saturday 28<sup>th</sup> – 11.15 am – Set up in the Hall / attendance / clear up. **Action: ALL**
  - Tuesday 3<sup>rd</sup> March – 9.30 am – Return boards. **Action: LD/KC**

7. **Any Other Matters:**

- a. NPPF 2026: A briefing note from the WSALC Planning Advisor had been circulated. SW and LD were attending a briefing on 23<sup>rd</sup> February 2026, but other members were also invited.
- b. Non-Designated Heritage Assets (NDHA): Notification of the Regulation 14 consultation for the Plaistow and Ifold NP had been received. LD highlighted the inclusion of a NDHA policy and suggested that the document be reviewed. Other policy wording might be of help. The WG History Society Chairman had already provided a historical summary document to help with the process.  
**Action: ALL**
- c. HRA / SEA: No progress update from CDC. LD to follow up. **Action: LD**
- d. Policies: LD to follow up on an email sent to Valerie Dobson, CDC, to ascertain that the work / evidence previously compiled to amend policies was still valid.  
**Action: LD**

8. **Date of Next Meeting:** Monday 2<sup>nd</sup> March 2026, 7.30 pm on Zoom.

There being no further business, the meeting closed at 8.45 pm.