

NEIGHBOURHOOD PLAN REVIEW STEERING GROUP (NPRSG)

MINUTES OF THE MEETING ON MONDAY 2nd MARCH 2026

On Zoom

IN ATTENDANCE:

Parish Council

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

Community Members

Keith Charman (KC), Sheena Overington (SO)

The meeting opened at 7.30 pm.

1. **Election of Chair:** It was agreed that AJ would Chair this meeting.
2. **Apologies for Absence:** Received from Community Members John Bristow (JB) and Louise Jellard (LJ).
3. **Declaration of Interests:** No change to previously declared interests.
4. **Minutes of the last meeting:** The minutes of the meeting held on Monday 2nd February 2026 were approved as an accurate record.
5. **Consultation Event:**
 - a. Consultation Feedback:
 - Noting that some people attended twice, the sign in sheets indicated:
Friday – last entry 5.15 pm – 100 residents plus 3 land agents.
Saturday – last entry 4.01 pm – 94 residents.
 - Layout good. Set up and clear up worked well; less time than anticipated especially for set up on the Saturday.
 - Comments received were positive. Good information to help decisions. Noted that some people took photographs and booklets away to complete as they had underestimated the amount of time required.
 - Explanation was given to some questions on the day to give clarity. There was already a lot of information, and we perhaps should have given further explanation to some of the questions asked, particularly the Settlement Boundary.
 - For the Regulation 14 consultation to consider making the information available online for those unable to attend a consultation event. A registration process would be required to ensure that results could not be influenced with multiple entries.
 - For Regulation 14 to provide copies of the NP on tables for reference.
 - b. Consultation Results: LD had set up a chart to input the results. When completed, she would require AJ to create the formula to add up the totals. LD

would start and request help (SW offered) if reading out the results would speed input. These results would need to be validated by James Garside.

c. Next Steps:

- Review policies against adopted Local Plan and draft NPPF 2026 to identify any duplications. It was understood that the new NPPF was wanting to avoid policy duplication, with evidenced 'specific local' policies only within NPs.
- Meet with CDC when the results were known.

6. **Non-Designated Heritage Asset Identification and Assessment:** SO confirmed that assessments within the Conservation Area had been undertaken. LD had received all but had yet to type up. Historical information had been received from the History Society Chairman which could be included on the forms, although some details would need to be fact checked. SW highlighted that other elements could also be identified, such as the public toilets, sundial, the old petrol pump in the west road. It was agreed to continue with the process and to extend assessments out along the radial routes. LD had already prepared maps which identified the Listed properties so these could be avoided and would provide. KC/ SW/LJ and SO to liaise and undertake. KC had received a letter to property owners sent out by Loxwood Parish Council and would provide to LD as an example. **Action: KC/SW/LJ/SO**

7. **Any Other Matters:**

- a. NPPF 2026: SW and LD attended an informative briefing on 23rd February 2026. The presentation slides had been circulated but LD/SW would type up their notes of salient points for further reference. **Action: LD**
- b. HRA / SEA: LD had emailed CDC but no further update. **Action: LD**
- c. Land Available Assessment (LAA) and Pre-app Advice: Following the last Parish Council meeting, an email was sent to Tony Whitty, Divisional Manager, CDC Planning Policy, to request PC input into the LAA update (previously the HELAA) and also pre-application meetings. His response was encouraging. He offered the opportunity to meet to discuss the NP and LAA, and would also discuss pre-apps with Fjola Stevens who led on this area of work.
- d. Land Promoter Contact: Two promoters had asked if the consultation material was available online. It was agreed that LD should publish the displays and site assessments for all sites. **Action: LD**
- e. Energy Policy: Dr Jill Sutcliffe had emailed to ask if an energy policy would be included in the revised NP. She asked if it could put the emphasis on using roofs as CPRE has advocated since 2022 in order to leave land available for growing food or for wildlife. Southampton University has mapped all roofs in Hants, West and East Sussex funded by CPRE local branches to show their suitability or otherwise for supporting solar panels. The information was noted with thanks.

8. **Date of Next Meeting:** Monday 30th March 2026, 7.30 pm on Zoom (the first meeting in April was Easter Monday).

There being no further business, the meeting closed at 8.07 pm.