

NEIGHBOURHOOD PLAN REVIEW STEERING GROUP (NPRSG)

MINUTES OF THE MEETING ON MONDAY 4th AUGUST 2025

On Zoom

IN ATTENDANCE:

Parish Council

Louise Davies (LD), Andrew Jackson (AJ)

Community Members

Jean Boyce (JB), John Bristow (JBr – from 7.51pm), Keith Charman (KC), Sheena Overington (SO), Louise Jellard (LJ)

The meeting opened at 7.30 pm.

1. **Election of Chair:** It was agreed that AJ would Chair this meeting.
2. **Apologies for Absence:** Apologies picked up after the meeting from SW who had been delayed at work.
3. **Declaration of Interests:** The following interests were declared:
 - SO – Bell Barn, Newpound Lane.
 - AJ – Fredericks, Newpound Lane.
 - KC – Far Meadow, Newpound Lane
 - JB – Jubilee Cottage, The Long Croft
 - JBr – 18 Songhurst Meadow
 - LJ – Sunrise, Petworth Road
 - LD – Three Lanes End Farm and Nine Acres, Newpound Lane. Her family's farming business also rented the Glebe Fields from the Diocese.
4. **Minutes of the last meeting:** The minutes of the meeting held on Monday 7th July 2025 were approved as an accurate record.
5. **Call for Sites:**
 - All were reminded that site information was confidential to this Group until the public consultation.
 - LD provided details of the enquiries to date: 13 forms requested, 2 received back. The closing date was 15th August 2025. Most sites were known to the Group.
 - Winterfold Garden: LD had emailed Runnymede Homes to ascertain if they still had an interest in the site; no response to date.
 - E P Clark's Yard: LD had spoken to the owner. The site was now being promoted for rental and sale details were no longer available. LD recalled that when first marketed it was advertised for up to 19 dwellings, subject to planning consent. This was refuted by the owner, although he continued by saying it should have been allocated for more housing to make it viable. It was noted that the original NP ran until 2029 and although this could be a short-term let, it was necessary to clarify the owner's intentions and to ensure that it was still a valid offer.

Confirmation in writing was required. If the site was no longer available, an additional 11 houses would need to be allocated in the reviewed NP. **It was agreed that a meeting should be organised with the owner from 26th August; attendees being KC, SW, SO, LJ, JBr (whoever was available).**

LD explained that when the site was first marketed, she received a telephone call from a potential buyer, her telephone number having been given to him by the owner. As the landowner behind this site, the enquirer had asked if further land was available, which was declined as it was not within the NP. She therefore advised the Group that her family had now offered a small section of land to extend the site. It was certainly not their intention to offer the whole field, it was purely to possibly provide a small number of additional houses which could help the village and improve the viability of the site for the owner. The owner believed that the access was only suitable for a small number so declined any further discussion. LD advised that she would keep the Group fully informed and would withdraw from further involvement if their land was subsequently put forward.

6. **Site Assessments:**

- **Known Sites:** All existing site assessments were included on the village website - <https://www.wisboroughgreen.org/neighbourhood-plan-review-2019/> and would need to be reviewed to ensure that the information was still accurate, reviewed against the new Local Plan policies (going to CDC Cabinet for adoption on 19th August 2025) and to include responses to the additional questions confirmed by the Planning Consultant and CDC. This could potentially be a desktop exercise to be undertaken in the second half of this month.
- **New Sites:** To be visited and assessed by Group members in pairs.

Actions:

- New Assessment Form to be circulated with the minutes.
- **Known Sites:** All to review and become familiar with the existing assessments on the website and consider any amendments and the new questions. It was noted that the Group could not comment on water neutrality, this would be for the developer to address.
- Meet in the next couple of weeks in the Committee Room at the Village Hall to regularise 'reviewed' assessments as a Group. LD to arrange date.
- LD to circulate a list of all the sites to be assessed after the closing date on 15th August 2025.
- **New Sites:** Undertake assessments on Friday 29th August – walking around the village and visit sites – undertake in pairs for objectivity. Details/partners to be confirmed by LD.
- Try to conclude assessment process by early September.

7. **Any Other Matters to Raise:**

- a. **Glebe Fields/Champions Field Tree Preservation Order:** Steve Tilbury, Planning Consultant, had prepared a response to challenge CDC's decision not to support

the application. The Tree Officer was now reviewing the application and had re-visited the site. The decision was unknown.

- b. Greenway Nursery: KC reminded all that there was a previous action to contact the owner to ascertain if they wished to give any further consideration to housing on the site. It was believed that they had now provided 4 out of the 10 residential caravans on the site. **LD to action.**

8. **Date of Next Meeting:** Monday 1st September 2025, 7.30 pm on Zoom.

There being no further business, the meeting closed at 8.23 pm.