



**PULBOROUGH
NEIGHBOURHOOD PLAN**

**NOTES OF THE STEERING GROUP MEETING
TUESDAY 18TH OCTOBER 2016
10am PARISH MEETING ROOM,
SPORTS PAVILION, RECTORY CLOSE**

PRESENT:

Les Ampstead (LA)
Martin Ellis (ME)
David Hurst (DH)
Richard Keatley (RK)
Ray Qusted (RQ)
Peter Jones (PJ)

IN ATTENDANCE:

Rowena Tyler (RT) Action in Rural Sussex (AiRS)
Heather Knight (HK) Clerk to the Parish Council

1. Welcome and Update

RK welcomed everyone to the meeting. Apologies for absence were noted from Andy Tilbrook and Gwen Parr.

2. To receive Minutes of meeting held 13th September 2016

The minutes of the Steering Group meeting of 13th September were received and approved.

3. Chairman's Update, including receiving Notes of the Working Group meetings held on 28th September, 3rd October and 4th October 2016 and any other WG meetings

The Henfield decision (in favour of developer appeal against the Neighbourhood Plan, resulting in overturning of the Plan) was of great concern and held national significance. Emerging Neighbourhood Plans were now being expected to conform to the highest level of planning expertise, rather than the 'light touch' originally envisaged for community localism. It was unclear what lay ahead or what other stringent measures would be encountered. HDC were also in a difficult position. It was proving critical to undertake the site assessments previously discussed. The Steering Group consensus was that it was important to press on with Pulborough's NP in spite of obstacles and uncertainties. RK had met with Maggie Williams and Helen Peacock before Maggie left. Helen was 'caretaking' NP support prior to new NP Officer taking up post late November: For various reasons there were delays in getting her feedback. This has held up HK/RK getting the letters to site owners out and this has yet to be done. In light of the new situation that may be for the best, as it was crucial to get it right.

The Working Group meeting notes had not been available to HK for circulation and would be sent with the next Steering Group agenda. The meeting of 3rd October did not take place. Chairman and members verbally reported back from the Working Group meetings. The meetings had looked at the examples provided by HDC and the consensus was that the Warnham approach of a matrix with questions and using the RAG system was a good, clear method. It is an easy to use tool but there does need to be a report document to demonstrate the methodology. The Working Group had reviewed the Warnham paper/questions and kept in everything relevant to Pulborough. RK circulated copies of a site assessment matrix he had produced as a result. This had been sent to HDC but feedback was awaited.

4. **To consider outcomes of Working Group meetings and recommendations for site assessment criteria and methodology process, and to make any formal recommendations to Pulborough Parish Council**

The Steering Group **AGREED** to use the document RK had produced, however it was important to have HDC steer on it first.

Once that was known, the next steps would be to populate the matrix and assess what sites should fit and where. Comment was made that care should be taken over the order of sites to ensure non bias. Following that, the letters to site owners needed to be sent, ideally within the next fortnight, giving 4 weeks for completion. It was **AGREED** that HK and RK would work on the final letter and accompanying questions, to be issued within the next fortnight. RK would liaise with Helen Peacock/HDC regarding HDC view on site assessment paper and also the list of support actions that rCOH had previously provided to find out what HDC would be providing in comparison to that.

Discussion took place around the usefulness and feasibility of having copies of the survey report or an A5 flyer available via local estate agents as part of a 'welcome pack' for new residents. On balance it was felt this probably wouldn't be viable but DH may talk to Terry Donnelly about it.

The new Harwoods/Brinsbury site was discussed, although noted that this is in West Chiltington, not Pulborough. RK had attended the public exhibition - no problem with the architecture but concerns as to whether this is in keeping with Brinsbury College charter, and any effect on its designation as a Centre of Rural Excellence. The charter does allow a business link, however was there a danger of the site becoming an out of town business park, and a knock-on effect on the village of drawing business/potential regeneration away? It was pointed out that the NP can only be concerned with the site Harwoods will vacate which is in Pulborough. The existing Harwoods site will be part of the site survey.

Some discussion took place about local green spaces and the need to revisit the designated green space study to accompany Reg 14 consultation, to ensure all relevant areas were included, eg Pocket Park and allotments.

Members discussed the uncertain situation and difficulties facing emerging Neighbourhood Plans: Was there merit in having discussions with Henfield? Should the issues be raised higher up? RT has asked her managers for guidance, and is awaiting feedback. Raising with the MP was one route, but it was felt that communities and local authorities needed to group together. Following discussion, it was **AGREED** to seek approval of Pulborough Parish Council for Horsham Association of District Councils (HALC) to be approached with a view to discussion with other similarly frustrated parishes and if support from that group, for HALC to be asked to raise the issues with higher authorities such as SSALC, NALC, MP and central government (**HK to action**). LA would also take the matter to HRTF.

4. **Date of Next Meeting**

Tuesday 22nd November at 2pm (Note later time), Sports Pavilion meeting room.

Meeting Closed 11.40am