



## PULBOROUGH NEIGHBOURHOOD PLAN

### NOTES OF THE STEERING GROUP MEETING TUESDAY 10<sup>TH</sup> JANUARY 2017 10am PARISH MEETING ROOM, SPORTS PAVILION, RECTORY CLOSE

#### PRESENT:

Les Ampstead (LA)  
Martin Ellis (ME)  
David Hurst (DH)  
Peter Jones (PJ)  
Richard Keatley (RK)  
Gwen Parr (GP)  
Ray Qusted (RQ)  
Andy Tilbrook (AT)

#### IN ATTENDANCE:

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

#### 1. Welcome and any apologies for absence

RK welcomed Steering Group members to the meeting. There were no apologies for absence.

#### 2. Minutes of the meeting held 22<sup>nd</sup> November 2016

The Minutes of the Steering Group meeting of 22<sup>nd</sup> November 2016 were received and approved (previously circulated).

#### 3. Chairman's Update, including to note HDC Neighbourhood Plan Conference on 25<sup>th</sup> January 2017 and PPNPSG meeting with HDC Neighbourhood Plan Officer on 16<sup>th</sup> January 2017

Regrettably, very little progress had been made, and there had been limited information from HDC. However, further clarification on moving forward should soon be available with the forthcoming HDC Neighbourhood Plan Conference. HDC had realised the need to provide stronger guidance and support to neighbourhood plans to ensure robustness against challenge. Of note, the conference agenda included the item 'revised offer of support' and it remained to be seen what that entails. RK and AT had been registered to attend the conference, with RQ as reserve or third attendee subject to spaces. RT advised that she had met the new NP Officer, Norman Kwan (NK), with another NP group she worked with (SWAB): HDC intended to put most of their resources into producing templates for groups for the various stages of NP process and the SWAB NP group are to 'road test' some of these. RT asked HDC to consider the needs of groups further along the process such as PPNP - possibly PPNP could themselves 'road test' relevant templates?

As agreed at the November meeting, NK had been contacted and RK, RQ and RT would meet him at Horsham on 16<sup>th</sup> January. This would be an opportunity to establish a positive working relationship with HDC as an active partner, as well as clarification on HDC support plans.

Concern was expressed at the ongoing issue of 'land banks', including the probability that even though planning permission for sites may have been granted if no development had commenced HDC will be short of the housing number, putting places like Pulborough at risk. GP suggested people/groups should raise the matter by writing to the local press.

RT reported that Nick Herbert has tabled a white paper saying that NP groups must be consulted on planning applications, although the outcome was unknown yet, and she would send HK the electronic link to this for circulation with the minutes. **(Action RT/HK)**

NK had asked for any specific agenda items for the 16<sup>th</sup> January meeting, and it was **AGREED** the following points would be forwarded (**Action HK**):

- Query the big housing shortage for essential workers of medium-low earnings
- There is no CLT (Community Land Trust) in the area to support the needs of an increasing ageing population

RT advised that central government has announced £60m funding to go to local authorities to help with CLTs. The south east is to get £11m, aimed primarily for areas swamped with second home owners: RT would send a link for information for circulation with the minutes. (**Action RT/HK**)

Members briefly discussed the matter of CLTs, noting that there is a balance to had to address all sorts of different community needs, and that the policies in the NP were developed to reflect evidence gathered and views of the community. The two principal reasons for deciding to produce a Neighbourhood Plan were: a) To ensure that any development was what the community wanted as a village, and b) To ensure that Pulborough gets its share of the CIL funding (Community Infrastructure Levy)

**4. To consider proposal of draft letter to HDC Director of Planning**

A letter drafted by AT was circulated. The proposed letter was to be signed by the Chairmen of Pulborough Parish Council, PPC Planning & Licensing Committee, and PPNP Steering Group. It highlighted concerns over the cumulative effect of traffic/parking issues resulting from numerous planning applications concentrated in the Station Road area, and sought to open dialogue with interested parties to address the issues. The letter was to be sent to HDC Director of Planning but would be copied to WSCC Highways, HDC Pulborough ward Cllrs, WSCC Pulborough ward Cllr and Pulborough MP. It was also to be approved by the Planning & Licensing Committee and had yet to be given full Council approval.

The Steering Group **AGREED** their support for the letter, subject to suggested amendments of providing possible solutions for some of the issues - AT to incorporate these and the final letter would be considered by the Parish Council on 19<sup>th</sup> January 2016.

**5. To consider next steps and any action required for progression of PPNP**

In view of the uncertain climate and the forthcoming meeting and conference, it was felt better to consider this at the next meeting. For the same reasons, the renewed 'call for sites' letter was still not issued, pending a clear view of the way forward. Some concern was raised over public perception and motivation for the Neighbourhood Plan given the length of time it had taken so far. RK would be providing a short update for the Spring issue of the Pulborough Community Bulletin. (**Action RK**) More would be known following the conference but it seemed highly likely that a referendum would not happen until 2018. A timeline review would probably need to be undertaken in the near future.

**6. To make any formal recommendations to Pulborough Parish Council meeting on 19<sup>th</sup> January 2017**

- The amended draft letter to HDC regarding planning / traffic / parking issues
- That, if HALC has not progressed the requested item seeking that HALC discuss and represent Neighbourhood Planning councils' issues at higher levels, Pulborough Council considers writing direct to bodies such as SALC, CPRE, AiRs (HK to follow up with HALC in the first instance - **Action HK**)

**7. Date of Next Meeting**

Tuesday 7<sup>th</sup> February 2017 at 10am, Sports Pavilion meeting room.

*Meeting Closed 11.15am*