

**NOTES OF THE STEERING GROUP MEETING  
TUESDAY 7<sup>TH</sup> FEBRUARY 2017  
10am PARISH MEETING ROOM,  
SPORTS PAVILION, RECTORY CLOSE**

**PRESENT:** Les Ampstead (LA)  
Martin Ellis (ME)  
David Hurst (DH)  
Richard Keatley (RK)  
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. Apologies for absence were received from Gwenn Parr and Peter Jones.
- 2. Minutes of the meeting held 10<sup>th</sup> January 2017**  
The Minutes of the Steering Group meeting of 10<sup>th</sup> January 2017 were received and approved (previously circulated).
- 3. Chairman's Update, including: Feedback from HDC Neighbourhood Plan Conference on 25<sup>th</sup> January 2017; Meeting with HDC Neighbourhood Plan Officer on 16<sup>th</sup> January 2017; Feedback from HALC meeting 18<sup>th</sup> January 2017**  
The NPSG Chairman commented briefly on the Government's new White Paper on Housing, parts of which do seem more positive in terms of things like affordable rent.

RQ, RK and RT had met with Norman Kwan, the new HDC Neighbourhood Planning Officer, and Charlotte Howe (HDC), on 16<sup>th</sup> January to explain what the Steering Group is trying to achieve with our Neighbourhood Plan, eg the right development in the right place. The HDC officers genuinely do want to support groups but this will inevitably be more in guidance. They are restricted within the parameters of planning and not able to link automatically with other departments such as economy and tourism, so progress will be more confined to process. They will be doing health checks and they will be providing templates such as SEA. HDC did not provide housing targets but are now saying they think we should look again at our housing needs assessment.

AT, RQ and RK attended the NP Conference, which was to present the revised offer of HDC support and some workshops. Most of the groups attending were at a much earlier stage than PPNP. Naturally the Henfield NP situation was a key point. It was said at the conference that neighbourhood planning was always introduced as being able to have unqualified people organising NPs as they were 'light touch' whereas the situation now means that NPs are expected to be experts in planning knowledge - the goal posts have moved and seem to keep moving.

AT was meeting Nick Herbert on 10<sup>th</sup> March when NPs and the White Paper would be discussed. District Cllrs Paul Clarke and Brian Donnelly are meeting very soon with HDC Head of Planning, Chris Lyons, and would appreciate some points to raise from the Steering Group. RK would forward some bullet points to AT for these meetings **Action RK.**

Another round of Locality funding was available, which HK would investigate **Action HK**.

An extract of the HALC meeting minutes on 18<sup>th</sup> January 2017 had been circulated, detailing the discussion on the item the Steering Group/Council had requested. RQ had attended to address the meeting using RK's report, and HALC, SALC and WSALC were supportive and aware of the problems. Some of the newer NP groups were surprised that Pulborough NP was still waiting to move forward.

**4. To consider next steps and any action required**

Following a query, RT advised that Village Design Statements carried some weight as they were a material consideration, however they do not have the legal status of Neighbourhood Plans.

Members discussed the positives and negatives of whether to proceed with the NP and were generally of the view that no Neighbourhood Plan definitely meant no say whatsoever in the future of Pulborough development. A lot of work had taken place gathering a lot of evidence and it was worth persevering despite the many setbacks. Following debate, it was **AGREED** by all to support continuation of the Neighbourhood Plan. Three key action points needed to be dealt with :

- a) Produce the Housing Needs Assessment - **Action RK/RQ/AT**
- b) Get the final letter out to landowners on our sites list **Action RK/HK**
- c) Evidence: The existing evidence formed the basis of the draft Plan but one of the comments made was that it wasn't as clear as it should be as to how the group got from the evidence to the document. The strategy needs to be revisited and clearly related to the evidence. RK offered to make a start on this **Action RK**.

Comment was made that the next meeting ought to consider a community event to re-engage public, raise awareness of the NP, and also the group should revisit the timeline for the Neighbourhood Plan.

**5. To make any formal recommendations to Pulborough Parish Council meeting on 16<sup>th</sup> February 2017**

- The Steering Group's commitment and recommendation to continue with the Neighbourhood plan
- Following brief discussion it was **AGREED** to recommend that the Parish Council register the Lower Street HDC car park as a Community Asset

**6. Date of Next Meeting**

Tuesday 4<sup>th</sup> April 2017 at 10am, Sports Pavilion meeting room.

*Meeting Closed 11.30am*