

**NOTES OF THE STEERING GROUP MEETING
WEDNESDAY 13TH SEPTEMBER 2017
10am PARISH MEETING ROOM,
SPORTS PAVILION, RECTORY CLOSE**

PRESENT:

Richard Keatley (RK) - Chair
Martin Ellis (ME)
David Hurst (DH)
Andy Tilbrook (AT)
Ray Qusted (RQ)
Les Ampstead (LA)

IN ATTENDANCE

Heather Knight (HK) - Clerk to Pulborough Parish Council

1. Welcome and any apologies for absence

RK welcomed Steering Group members to the meeting. Apologies for absence were received from Peter Jones.

2. Notes of the meeting held 1st August 2017

The Notes of the Steering Group meeting of 1st August 2017 were received and approved.

3. Matters Arising from last meeting and Reports / Updates on informal meetings held

Under item 3 of last meeting: DH circulated figures resulting from the informal mini-survey of estate agents he had undertaken to find out locality origin of new residents. It seemed the vast majority of incomers were from West Sussex, largely moving within 10 miles. RQ was continuing with a similar mini-survey of new arrivals at Oddstones. AT commented on the difficulties of local people wishing to rent properties and the shortage of available rental properties.

Under item 3 last meeting: A contact name for Churches Together was give to HK - HK still to confirm whether Churches Together is an official consultee.

Under item 4 last meeting: Rowena Tyler (RT) had confirmed with RK and HK that she and HK would arrange to meet to work on updating the Consultation Statement and portfolio of community engagement.

RK reported on the meeting held on 4.8.17 with the Duncan family regarding New Place Rd. A separate meeting has been requested by HDC with Duncan family agent (Catesby)/representatives (scheduled for 14.9.17) however the Steering Group had also sought a meeting with the family as they had indicated availability of a brownfield site within the next 15 years. Access to the nurseries was discussed with them and this would need to be looked at in more detail when fine tuning policies/site evaluations.

RK reported on the very useful meeting held on 11.8.17 with PDCCA: They had asked about housing being built with disabled facilities and spoke about potential for a building for disabled care, not to run themselves but as a hub. They had confirmed that they are happy for Gwenn Parr to remain as their NPSG point of contact.

A meeting was still to be arranged with St Mary's School and possibly a further meeting with the CCG, although HK reported this was proving difficult to sort out. The Group then discussed a

potential annual meeting on health care for service providers and inviting the CCG to participate in this instead if a separate meeting couldn't be arranged. ACTION HK.

4. Call for Sites 2017 and Site Evaluation

Members discussed any need for continued public awareness of the NP progress - RK hoped to have a short piece for the next Community Bulletin to keep public informed. HK to advise editorial/press dates. ACTION RK and HK.

The amended HDC Site Assessment Templates were noted. More clarity was needed for understanding the process and RK would liaise with the HDC NP officer, Norman Kwan.

A consistent approach/criteria needed to be used for all site visits. Following discussion, it was agreed that site visits didn't necessarily need to include all members, but that the same core should attend for consistency, and the full results would come before the whole steering group for consideration.

It was AGREED to block diaries for the W/C 9th October for site visits (exact dates tba) and also W/C 6th and W/C 13th November for any further or follow up visits if needed. It was AGREED that AT would draft a schedule for site visit routes, liaising with HK over dates/sites list. ACTION AT/HK.

RQ declared a personal, non-pecuniary interest in the request for consideration of the site at Longlands as it related to a neighbouring property, and took no part in the discussion. Members discussed and agreed to the request for late inclusion of the site in the site evaluation process.

RK declared a personal, non-pecuniary interest in the item on further information relating to the Station industrial site, as he knew the respondent personally, and took no part in the discussion. Members noted the additional information received relating and it was AGREED that a meeting would be arranged for RQ, ME and DH to meet Mr W Thornton for further discussion. ACTION HK.

5. Application to Locality for technical assistance from AECOM for Housing Needs Assessment package: To note confirmation of successful application and status update

The application for technical assistance for the HNA had been successful. RQ, AT and RK would be participating in a conference call with the AECOM planning officer next Wed 20th September to answer some initial questions, to inform the AECOM report.

6. Community Land Trusts - update

Members discussed the concerns over future elderly / social care locally and nationally, and CLTs will be able to address this, or how much is within NP remit to deal with this. It was AGREED to continue to seek a meeting with AirS as soon as possible when Tom Warder could talk to the group about CLTs and options for community led housing. ACTION HK.

7. To note HDC Pulborough Draft Conservation Area Appraisal & Management Plan and public consultation 4th September to 3rd October 2017

It was noted that the Parish Council would be submitting a response. Whilst the importance of this appraisal was noted and the group was in principle supportive, it was not felt necessary for the Steering Group to make a response. However members were encouraged to respond individually.

8. Any recommendations to Pulborough Parish Council meeting on 21st September 2017

None identified.

9. Items for information/correspondence

Members noted correspondence as listed on the agenda. This included a copy letter from a resident to PPC Chairman regarding HDC Green Belt designation, which was noted.

RQ raised the matter of HDC recently citing its 5 year housing land supply within reasons for refusal of a planning application.

10. Date of next meeting

Wednesday 1st November 2017, 10am. Meeting closed 11.50am.

