

**NOTES OF THE STEERING GROUP MEETING
WEDNESDAY 7TH AUGUST 2019
10.00AM PARISH MEETING ROOM
SPORTS PAVILION, RECTORY CLOSE**

PRESENT:

Andy Tilbrook (AT) (Chairman)
Ray Qusted (RQ)
David Hurst (DH)
Edna Henly (EH)
John Wallace (JW) (*from item 4*)

IN ATTENDANCE

Heather Knight (HK) - Clerk to Pulborough Parish Council

1. **Apologies for absence**
Apologies from Martin Ellis were noted.
2. **Approval of Notes of the meeting held 23rd July 2019**
The Notes were AGREED as a correct record.
3. **Matters arising (if not separate agenda items)**
None.

At the Chairman's request, agenda item 6 was moved to this point in the meeting.

4. **To consider request from CPA Property Chartered Surveyors for a meeting with the Steering Group on 9th September 2019 to discuss updated information for various sites**
Members discussed the request and agreed availability for 9th September in Pulborough as CPA Properties is meeting HDC already that day and wanted to fit the Steering Group around this. HK to liaise time - **Action HK**
5. **To review HDC Healthcheck feedback received and consider any amendments to the draft Neighbourhood Plan**
Members reviewed in detail the HDC comments received on the draft Pre-submission Neighbourhood Plan. Some matters could be addressed straight away, others would be discussed with HDC at the forthcoming meeting (see next agenda item)
6. **To note arrangements to meet HDC Neighbourhood Plan Officer and consider any amendments to the Neighbourhood Plan**
The Steering Group confirmed arrangements to meet with the Senior Neighbourhood Planning Officer at 11.00am on 13th August 2019 at the Village Hall in order to go through various matters resulting from the HDC Healthcheck.

To note update regarding HDC arrangements for SEA and resultant revised timeline
Arrangements were confirmed to meet the HDC appointed SEA consultant, Place Services, at 1.00pm on 13th August. The consultant would discuss baseline information with the Steering Group in order to inform the initial SEA Scoping Report.

7. Any other business or correspondence

HK confirmed that as agreed by the Parish Council, a PPC pitch had been booked at the Harvest Fair on 28th September 2019, in addition to the usual Village Market stand. The intention was to utilise this public engagement opportunity and publicize available information about the Pre-submission Neighbourhood Plan / Reg 14. Thought needed to be given now to arrangements for publicity material, possibly requiring a separate meeting to plan. Ultimately things would depend on how far advanced the draft Neighbourhood Plan would be.

Members noted the latest SDNP e-newsletter, which detailed their new Local Plan and referenced neighbourhood planning matters.

8. Date of next meeting

9th September 2019, 2.00pm Steering Group and 3.30pm meeting with CPA Property Chartered Surveyors

13th August 2019 with HDC and SEA Consultant

Meeting closed 12.20pm.