

**NOTES OF THE STEERING GROUP MEETING
TUESDAY 17TH DECEMBER 2019
2.30PM PARISH MEETING ROOM
SPORTS PAVILION, RECTORY CLOSE**

PRESENT:

Andy Tilbrook (AT) (Chairman)
Ray Quested (RQ)
David Hurst (DH)
Martin Ellis (ME)
Edna Henly (EH)

IN ATTENDANCE

Heather Knight (HK) - Clerk to Pulborough Parish Council

1. Apologies for absence

None received.

2. Approval of Notes of the meeting held 30th October 2019

The Notes of the Steering Group meeting held on 30th October 2019 were **AGREED** as a correct record. The 19th November meeting did not take place as the SEA report was still awaited.

3. Matters arising (if not separate agenda items)

None.

4. To consider SEA/SA Report Work Carried out by HDC Consultant (Place Services)

The report had only been received by the Parish Office late afternoon on the previous Friday and circulated immediately to the Steering Group. Members had therefore had very little time to examine the 275 page document and were unable to do so until the New Year given the size of the report. Comment was made as to whether the report really needed to be so large and HK was asked to feedback to HDC. **Action HK.** Following discussion, it was **AGREED** to defer reviewing the report to the first Steering Group meeting of the New Year. All were asked to go through the report over the intervening period and provide comments. **Action All.**

5. To consider progress of Pulborough CLT and PPNP policies dealing with CLT, or need for any new policy

AT reported on CLT progress and the need for even more support to strengthen their position in identifying a potential Pulborough site as an 'exemption site'. The site was not one identified within the Neighbourhood Plan itself since it did not meet certain criteria for the Neighbourhood Plan, hence the CLT proposing it as an exemption site.

Suggestion had been put forward that the Neighbourhood Plan could have a suitably worded policy, however, which would strengthen the position of, and support for, the CLT. Another suggestion had been that the Parish Council could undertake a further Housing Needs Assessment, through grant funding from Locality, which would provide further evidence to support the CLT group's proposals.

Members discussed options but felt they did not wish to pursue any actions that could delay or possibly jeopardize the Neighbourhood Plan now that the final stages were imminent. However, it was **AGREED** that DH and AT would jointly look at some possible re-wording of the Visions and Objectives (eg page 24, paragraph 4, New Homes section) or within the Community Aims section. **Action DH/AT.**

6. **To consider emerging HDC Local Plan strategic site proposals at Adversane and any need for new PPNP policy.**

AT reported on this item. Adversane is one of 8 potential strategic sites being considered by HDC. The other 7 sites have local lobbying groups. The site is mostly in West Chiltonington but a small part falls within both Billingshurst and Pulborough boundaries. The Steering Group discussed whether it would be prudent to consider the Adversane site within the Neighbourhood Plan, as it wasn't currently incorporated. Members felt that this would not be necessary, and the priority should be to complete the current Neighbourhood Plan first: Consideration of the fully fledged Local Plan and strategic sites would then naturally occur as part of any Neighbourhood Plan Review process. The first phase of the Local Plan was understood to be out for consultation in the early New Year. HK would check with West Chiltonington PC and Billingshurst PC what the view there was of the Adversane site, and the matter would be kept under watch. **Action HK.**

7. **Any other business or correspondence**

HK confirmed that HDC Senior NP Officer was still very comfortable with the Neighbourhood Plan timeframe.

AT declared a personal interest in the next point:

AT updated as a point of interest that he understood that the Catholic Church would be submitting a planning application for houses on the former RC church / car park site. This followed the formal response from HDC to the PPC request to register the site as a Community Asset, which had been declined.

HK went through the most recent changes and updates to the Draft Neighbourhood Plan following feedback from HDC Senior NP Officer and liaison with the group. This included clarification of some place name spelling inconsistencies.

The Steering Group also considered feedback from HDC Senior NP Officer/SEA Consultant regarding draft Policy 8 and how best to clarify the wording. Following discussion, it was **AGREED** that DH would email HK a re-drafted version as per discussion. **Action DH.**

8. **Date of next meeting**

To be advised for a date during W/c 6th January 2020, HK to confirm.
(Subsequently arranged for Wednesday 8th January 2020, 2pm, Sports Pavilion.)

Meeting closed 3.35pm.