

**NOTES OF THE STEERING GROUP MEETING
WEDNESDAY 30TH OCTOBER 2019
9.30AM PARISH MEETING ROOM
SPORTS PAVILION, RECTORY CLOSE**

PRESENT:

Andy Tilbrook (AT) (Chairman)
Ray Quested (RQ)
David Hurst (DH)
Martin Ellis (ME)
Edna Henly (EH)
John Wallace (JW) (from item 4)

IN ATTENDANCE

Heather Knight (HK) - Clerk to Pulborough Parish Council

1. Apologies for absence

None given.

2. Approval of Notes of the meeting held 9th September 2019

The Notes of the Steering Group meeting held on 9th September 2019 were **AGREED** as a correct record, subject to the correction of Martin Ellis' surname.

3. Matters arising (if not separate agenda items)

RQ reported that HDC Senior NP Officer had not required details of the Pulborough Household Survey.

4. To consider site owner/representative amendments to draft policies following NPSG consultation and to also consider HDC Neighbourhood Plan Officer feedback on proposed amendments: Specifically – Policies 5a, 5b, 4 and 8

HK had circulated the Steering Group copies of original drafts, and for Policy 8 RQ's re-draft, together with site owner's feedback with suggested amendments, and subsequent HDC Senior NP Officer feedback on the suggested changes. The Steering Group discussed these in detail. The following was **AGREED** :-

Policy 5a:

- First paragraph to retain the word "dwellings" as per original SG draft.
- Point ii. Proposed amendment conceded but with the insertion of the words "within the parish" after the words "of no more than 50%".
- Point iii. Retain original SG draft wording.
- Points iv. and v. unchanged.
- Point vi. Retain original SG draft wording.

Policy 5b:

- Retain the original SG draft policy in its entirety.

Policy 4:

- Retain policy as original SG draft policy but with amended dwelling no. of 18.

Policy 8:

- Re-draft policy as per RQ's draft but with the removal of point 4.24 which was now considered unnecessary.

HK would carry out the policy amendments agreed. **Action HK.**

HK circulated a tally of housing numbers that HDC Senior NP Officer had produced. This included a final housing requirement figure of 265 after deducting eligible planning applications, with the actual allocations within the draft Pre-Submission policies totalling 268. However, Members noted that HDC had not included the Cala Homes/Brookfield site of 19 dwellings which further reduced the housing requirement figure. HK to advise HDC – **Action HK.**

*It was **AGREED** to change the order of business to take agenda item 6 next for practical reasons.*

5. To note SEA Report progress and anticipated timeline for Reg 14 Stage

HK reported that HDC was optimistic of a reasonably quick turn-around for the final SEA report once the Steering Group sent final policy amendments through. It was possible the final documents could be back with the Steering Group in November. HDC was also still confident that Pulborough Neighbourhood Plan was on track for early 2020 Reg 14 stage public consultation.

6. To consider any Community Aims for inclusion in the Neighbourhood Plan

The Steering Group discussed several aspirational projects that could form a separate Community Aims section, ie non-policy/planning. These included: Addressing sewerage and drainage issues; Affordable housing; Cycleways / foot bridges; Youth Club provision. It was **AGREED** to produce a section for insertion after the Land Use Policies section, ie new Section 5, with current Section 5 “Implementation” becoming a new Section 6. Agreed DH to draft wording for Community Aims – **Action DH.**

As a result of policy amendments, the Site Assessment Report would need review. Agreed RQ to review – **Action RQ.**

Nutbourne Design Statement and Sewerage/Drainage paper are yet to be incorporated into draft Pre-Submission Neighbourhood Plan – **Action HK.**

It was **AGREED** that the entire draft Pre-Submission Neighbourhood Plan should be reviewed once all the foregoing amendments and additions were undertaken. HK to collate all amendments/additions, circulate to all and forward to HDC – **Action HK.**

7. Any other business or correspondence

JW advised that he was in contact with a professional involved in ‘green’ design which may prove useful.

AT reported that the Catholic Church had held its last service. The 8 week deadline for HDC to advise the outcome of the PPC application to register the premises/car park as an Asset of Community Value was 31st October 2019. HK had no update yet and would advise the Steering Group as soon as she heard from HDC regarding the registration application. AT advised that there were three separate community groups/residents potentially interested in purchasing the Catholic Church site.

8. Date of next meeting

Tuesday 19th November, 2pm, Sports Pavilion. It was anticipated that the SEA Report would be available from HDC/Place Services to discuss by then.

Meeting closed 10.35am.