

**NOTES OF THE STEERING GROUP MEETING  
TUESDAY 15<sup>TH</sup> JANUARY 2019  
2.00PM RIVER VIEW ROOM  
PULBOROUGH VILLAGE HALL**

**PRESENT:**

Ray Qusted (RQ) (Acting Chair)  
Martin Ellis (ME)  
David Hurst (DH)

**IN ATTENDANCE**

Heather Knight (HK) - Clerk to Pulborough Parish Council

**1. Apologies for absence**

Cllr Tilbrook was unavailable due to prior commitments. In his absence, Cllr Qusted chaired the meeting.

**2. Notes of the meeting held 4<sup>th</sup> December 2018 and any Matters Arising (if not separate agenda item)**

The Notes of the meeting held on 4<sup>th</sup> December 2018 were approved. There were no matters arising that were not already agenda items.

**3. To note Site Assessment work feedback from HDC and Aecom (if available)**

Unfortunately, this was still unavailable. HK had been in touch with HDC NP Officer who had advised that he would be working on this as soon as possible but that it wouldn't be in time for today's Steering Group meeting. He had promised to revert regarding progression of the SEA/SA. The Aecom consultant had advised that the SEA should be progressed as soon as possible as it is a lengthy process and should inform/influence developing policies.

Site assessment feedback was also awaited from Aecom. HK advised that they were working hard on their report, which then had to be signed off by management. They were also doing a lot of work to produce useful maps and other data for PPNP: HK had been involved in arranging licensing agreement permission for HDC to share mapping data with Aecom. HK had forwarded both HDC and Aecom the updated access information from the agents representing land at New Place Nurseries.

HK reported on public engagement events on site selections that Ashington PC was arranging which the Steering Group felt was a good example for potential use in due course.

HK had discussed with Aecom other technical support packages PPNP could apply for. The Steering Group felt that it would be sensible to wait for HDC/Aecom site assessment feedback first.

**4. Review of anticipated timeline**

In view of the unknowns and finalising of site assessment work / Reg 14 preparation it was not felt possible to set any anticipated timeframe at present.

**5. To note HDC Feedback from HDC Neighbourhood Plan Conference 26<sup>th</sup> September 2018 and invitation to HDC Neighbourhood Plan Seminar on 1<sup>st</sup> February 2019**

Communications from HDC were noted (letter 12.12.18 from Principal Planning Officer, Q&As from conference) and the more recent invitation to a follow up seminar on The Future of Neighbourhood Planning, on 1<sup>st</sup> February 2019. HK had registered RQ and AT to attend, if anyone else wishes to please let her know.

**6. Items for information / correspondence**

Following some discussion about SDNP views regarding the New Place Nurseries site, it was agreed it would be prudent for the agent for the site to get an early gauge of this: HK to liaise with agent. HK would check SDNP comments on previous NP if possible.

DH advised that the CLT group would shortly be investigating potential sites.

An email from a NP group in Stoke Goldington, Bucks had been received. The writer had commended the PPNP household survey and asked for permission/access to adapt the template. DH would liaise with HK.

PPC had received formal notification of Chichester Local Plan review preferred approach consultation December 2018 to February 2019, which was noted.

**7. Date of next meeting**

Provisionally arranged Wednesday 13<sup>th</sup> February 2019, 10.00m, River View Room (Village Hall) – dependent on awaited feedback from HDC and Aecom

*Meeting closed 3.00pm.*