



ONWARDPLAN
MINUTES OF THE STEERING GROUP MEETING
HELD ON 12th NOVEMBER 2015
AT 7.30 PM AT THE PARISH ROOM

PRESENT:

Jeremy Fellows, Stephen Blandford, Richard Cooper, Alison Tizard, James Harvey, Helen Fleming, Nicholas Frome, David Stewart

APOLOGIES:

Gill Warsop, Philip James, Pam Verdon, Guy Holmes-Henderson, Jim Head

1. Minutes, declarations of interest

The Minutes from 13th October were reviewed and approved with several changes, which will need to be changed. A PDF copy will be uploaded to the website.

To be added to the minutes of the meeting on 27th October:

A discussion took place over whether it was appropriate for individuals to comment on the pre-submission plan. Some members said they would not, but it was decided to leave it to the individual.

And under report from meeting with Hart: Hart had advised that we should include site criteria for Archery Fields and a sketch plan, in recognition of the Outline planning permission granted.

Site parameters need checking; one parameter for the Crownfields site had been omitted in the pre-sub.

There were no new declarations of interest regarding sites that had not already been recorded.

2. Update from OPC

It had been agreed to delegate authority to the NPSG to continue the work to progress the plan.

Hook Road had gone to appeal: OPC will re-submit its comments, drawing the Inspector's attention to the NP, and Hart's timetable for the NP and endorsing the proposals and parameters in the NP.

A pre-application meeting has been scheduled by Hart for Archery Fields.

The 5 retail units at Newlyns had been refused permission for a number of reasons.

The RAF has confirmed that the 300+ accommodation units are now unlikely to be built.

HCC is undertaking a Library Service Consultation, but this is for information only, as the library is not mentioned in the NP.

An EGM will be held on Tuesday 17th. The agenda has been published.

3. Housing and Planning Bill going through parliament - any potential implications

rCOH had written to inform us of the progress and provisions of this Bill. It was agreed to ask rCOH for advice on whether any action is required, and if so what would be appropriate to align with the Act, particularly with reference to the site assessment process in the plan and its appendices.

It was also agreed to check with Hart DC whether they have any advice.

4. Consultation Statement progress

Alison has produced a structure, based on a combination of Littlehampton (recommended by rCOH) and Alton (praised by Mr McGurk), and has now started on the content – 6000 words to date. Alison needs input from those who led on specifics – eg community group engagement – Jeremy; meetings with landowner and representatives – Philip; list of consultees – Pam; prior involvement of residents by OPC - Helen; as well as a collage from Richard.

We also need a volunteer to cross check all evidence is present – eg references in minutes. James volunteered to make a start on this.

Stickers. Members requested to hand them out whenever they go to any community occasion. AT, NF and HF offered to attend Extravaganza on Sat 28th. Other volunteers for eg Friday market please.

5. Processing pre-sub representations and comments - agree the approach on who/when

On the afternoon of November 30th the uncategorised comments will be extracted from SM (with respondents' names removed) for all to start to read.

On Dec 2nd The comments will start to be processed into Excel, using a thorough and careful process that has been devised, to make it possible to sort by policy etc, with a view to it being available before an extra meeting on Monday, December 7th at 2 pm (to last as long as it takes for an initial review of the comments). Note that depending on the number of comments we receive, Help may be needed with this task.

Excel will be used to assist in sorting and analysis of comments. It is also likely be used to present the consultation comments, but the format will necessarily be different and will include names of respondents.

Meanwhile several volunteers are to start copying and pasting or typing in to SM any responses by email or letter, so that there is one single source of all data. AT and SB to agree how to register email and letter responses; AT will allocate entry work to volunteers – AT, SB, HF, PV

6. Miscellaneous site-specific items that need action

4 Western Lane – correspondent has raised that there is an inconsistency between the site criteria and the map – site criteria state access from Western Lane while map (correctly) shows access from West St. Correspondent suggests site assessment therefore invalid. The placing on the map is as assessed. However the criteria need amending.

Dunleys Hill plan needs re-drawing to be consistent with others.

7. A.O.B.

JH asked: Are we going to engage with landowners/agents post 30th November? And are we going to respond to individuals?

HF noted that the draft Housing Needs survey showed a need for 55 affordable properties; most wanted shared purchase/rent; and the survey noted the relative paucity of 1-2 bed properties of any tenure, which the plan had anticipated in Policy 4.

HF also said she would distribute an email exchange with Daryl, Ken, Stephen, Phil Turner and Nicola Harpham (last two of Hart Housing) about Local Priority lettings.

Next Meeting:

24th November 2015 at the Parish Room at 7.30 pm