**SLAUGHAM PARISH COUNCIL**

**2 Coltstaple Cottages, Coltstaple Lane, Horsham, RH13 9BB**

**NEIGHBOURHOOD PLANNING COMMITTEE MEETING MINUTES**

**Monday 5th January 2015, 7:30PM Pavilion, High Street, Handcross**

Sally Mclean – Clerk to the Council

Email [clerk@slaughampc.co.uk](mailto:clerk@slaughampc.co.uk)

Website: http://www.slaughampc.co.uk

Present: Stewart Cooper (chair), Ed Hadfield, Kim Godwin, Lesley Read, Frank Catlow, Sue Hance, Mike Whiteford

**Others Present**: 2 members of the Public

1. **Apologies:** Debra Logan, John Welch, David Dunn, Pete Clark, Patricia Simmons, Bob St George
2. **To approve the minutes of the meeting held on the:** 6th November & 1st December 2014 previously distributed
3. **To receive declarations of interest from members in respect of any items on the agenda** None
4. **Open Forum** Committee to consider adjournment of the meeting for questions from the members of the public -
5. **Chairman’s Update**

**Update on the progress of any planning applications that have a bearing on the NHP** – None received to date.

**Update on the meeting (to include status of the Sustainability Scoping Report) with Mark Bristow MSDC 15th December** (DL SC SH LR) – Notes distributed to members 16th December, in summary:-

MB (MSDC) confirmed that the scoping report was going in the right direction

Main area to be worked on: Section 7, Sustainability Objectives. Refer to MSDC’s District Plan Scoping Report, how each Objective has 2 or 3 measures or indicators against which options in the plan can be judged. Eg: Education: how many school places remain, this can be measured, and used to monitor in future. Social factors, how many people live within xx metres of Open Space, Community Hall etc. How many hectares of Open Space are there in the Parish.

Group the Objectives into Social, Environmental, Economic. Expand economic objectives. Eg shops; number of pubs remaining open; people working from home. Refer also to other plans re wording in this area

Statistics: Acquire 2011 OCSI Census data, google neighbourhood statistics, go to the ONS website, search by parish name.

Once the scoping report for the sustainability appraisal is complete it will be issued to the statutory bodies. Inform public that the report has been published, emphasis made that it is NOT the Neighbourhood Plan. The next meeting with MB MSDC is on the 15th February, when a final version should be agreed and available for publication.

**To update the committee on the activities of the Community Land Trust** – Agent for the PP Golf Course Planning Application has yet to respond to request for engaging with CLT Cllr McNaughton will advise.

1. **To receive updates from Council**

To include any meetings, decision or documentation that maybe relevant to this Committee. The Environment Agency have issued a statement discharging MSDC from the legal requirement to consult the EA on SEA scoping documents, providing that they have agreed to apply standing advice set out under the SEA directive, so all screening and scoping will be done by the LPA. The EA have provided the necessary checklists for submission stages on Neighbourhood Plans, including strategic environmental assessments– Issued to members by the Clerk on the 5th January 2015.

1. **To Review NHP Timetable** 
   1. Update DRAFT Timetable

SH to update the draft timetable, this will be added to the website along with associated working papers, which will continue to form the evidence base material for the plan going forward, this will be looked at by the sub communication group.

DL is looking at using drop box for

Communications Meeting 22nd January

1. **Update NHP Communications Plan**

Communications group – work on website in conjunction with Clerk. (LR KG BStG EH MW)

* 1. Report from meeting regarding the communications plan – Meeting postponed
  2. Website as per item 8.1

1. **Agree Next Steps**

Item 5 – Members RESOLVE to procure the latest version of the OCSI Census Data

1. **Matters for future discussion**

Date of Next Meeting:

2nd February 2015

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_