

**SLAUGHAM PARISH COUNCIL**  
2 Coltstaple Cottages, Coltstaple Lane, Horsham, RH13 9BB  
**NEIGHBOURHOOD PLANNING COMMITTEE MINUTES**  
**Monday 20<sup>th</sup> July 2015, 7:30PM Pavilion, High Street, Handcross**

Sally Mclean – Clerk to the Council  
Email [clerk@slaughtampc.org.uk](mailto:clerk@slaughtampc.org.uk)  
Website: <http://www.slaughtampc.org.uk>

---

**Present:** John Welch, Sue Hance, Lesley Read, Ed Hadfield, David Dunn, Bob St George, Kim Godwin, Lorette Holborn, Patricia Symons (part)

**Apologies:** Debra Logan, Pete Clarke, Mike Whiteford

**Others Present:** Sally Mclean (Clerk), 5 members of the Public

- 1 **To approve the minutes of the meeting held on the 1<sup>st</sup> June 2015 APPROVED.**
- 2 **To receive declarations of interest from members in respect of any items on the agenda.** Lesley Read and Bob St George Item 5.2 Warren Cottage Fields Option
- 3 **Open Forum** Committee to consider adjournment of the meeting for questions from the members of the public NONE
- 4 **Chairman's Update**

Sue Hance provided an update on the Community Land Trust (CLT). The CLT are in discussions with the Hyde Estate and their advisors on the affordable housing units as part of the new development.

A meeting was held with Mark Bristow at MSDC (SH/SM/SC) to gauge a better understanding of the potential impacts/constraints of the proposed land swop by the Hyde Estate on the neighbourhood plan. Mark recommended that the Recreation Ground and Warren Cottage Field sites should be assessed and allocated within the NHP should the proposal go forward and that a call for sites should be issued to avoid challenge.

The timing of this is key as the NHP group are working on sites currently and a call for sites should be decided on as soon as possible to avoid further delay. However, queries later raised over the need to call for sites, since part of the recreation ground was covered by the Hyde Estate planning application, the Clerk is seeking advice from MSDC.

The methodology site assessment was also discussed at see item 6.2 and Assets or Community Value see item 6.3.
- 5 **To receive updates from Council** To include any meetings, decision or documentation that maybe relevant to this Committee.
  - 5.1 Update on the progress of any planning applications that have a bearing on the NHP –

A Freedom of Information request had been sent to MSDC in relation to identifying any pre-application discussions that maybe taking place for any developments over 20 units in the Parish. No other significant applications to report.
  - 5.2 Update on Warren Cottage Fields Option. See item 4 NHP also

On the 25<sup>th</sup> June at full Council the PC reviewed the work required to look at the proposed land swop and resolved that due to the complexity of this that it will be looked by Council. Notice was sent by the Clerk to the Chairman of the neighbourhood plan committee to advise its members of that decision.

A sub-committee has since been formed by the PC, who have engaged the necessary professional help. They are in the process of producing a scoping document that will provide a framework of the due diligence work that the Council are obliged to carry out to look at the proposal. This document will ratify to those reading it that the Council will fulfil their fiduciary duties in a way which is accountable to local people.

The report will be issued to Council for review before further discussions are held with the Hyde Estate.

## **6 To discuss next steps for the Neighbourhood plan**

6.1 To agree the housing numbers to be included in the Neighbourhood Plan

Members resolve housing numbers will be 210-220 over 20 years

SH will reissue the housing numbers documentation (correction of numbers)

6.2 To receive an update on the site assessment work – subcommittee report

Members agreed to progress with the site assessment based on a traffic light system that reflects the categories set out in the scoping report. A trial of the traffic light calculations will be tested for soundness by SH/SC/DD and LH. A workshop meeting will be held so that the scoring can be agreed by all members of this committee, this in turn will be resolved in public at a later stage .

6.2 Assets of Community Value (AOCV) – advice from MSDC (MB)

SH asked MB whether is it appropriate to include the AOCV in the neighbourhood plan, as several other plans had not, and MB confirmed that it was not necessary and probably better omitted.

Members the discussed how best to address the AOCV, and agreed that the village associations or residents societies should be informed of the process and how to register AOCV. A briefing note to be issued by the committee, and then once registered members agreed that the list would be best managed by the CLT. SH to discuss with this with the CLT group.

## **7 Update NHP Communications Plan**

7.1 To report on the communications subcommittee meeting/s; update on website (MW).

Nothing to report -

Discussion on whether is it possible to ensure that when Slaugham Neighbourhood Plan is searched for in Google it is directed to the new site. The Clerk reported that the new SPC site was currently in transition and that this should be resolved once complete. However, others reported that they did not have a problem and were directed to the new site, it was suggested that members refresh their search history which may solve the issue.

7.2 To report on NHP presence at Handcross Fun Day 5<sup>th</sup> July 2015.

The stall had between 24/28 visitors throughout the day, a few of those mentioned the proposed land swop.

KG asked that this event be noted for the evidence base material.

## **8 Agree Next Steps**

8.1 To review the neighbourhood plan timeline – In progress

8.2 To review assignments –

Policy and Design – LH/KG

Traffic Issues – BSG

Site Assessment – SH, sub-committee, then all

Sustainability – All

## **9 Matters for future discussion**

**Date of Next Meeting: 17<sup>th</sup> August 2015**

Future Meeting Dates: 21 September; 19 October; 16 November; 21 December

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