

SLAUGHAM PARISH COUNCIL
2 Coltstaple Cottages, Coltstaple Lane, Horsham, RH13 9BB
NEIGHBOURHOOD PLANNING COMMITTEE MINUTES
Monday 15th February 2016, 7:30 pm Pavilion, High Street, Handcross

Sally Mclean – Clerk to the Council
Email clerk@slaughampc.org.uk
Website: <http://www.slaughampc.org.uk>

Present: John Welch, Kim Godwin, David Dunn, Julia Elliott (vice chair), Ed Hadfield, Mike Whiteford, Lorette Holborne, Patricia Simmons, Debra Logan

Others Present: 12 members of Public

- 1 **Apologies for absence:** Bob St George

- 2 **To approve the minutes of the meeting held on the 18th January 2016** previously distributed APPROVED

- 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.

Alex Pickering asked for confirmation of Mr Stewart Coopers resignation

John Welch in his position as Chairman of the Parish Council and member of the neighbourhood planning committee, provided an update to the Committee and members of the public in attendance that Stewart Cooper, Chairman of the NHP Committee had resigned. Stewart felt that a request that he had made to the Clerk was not acted upon and so he felt that he should resign.

It should be noted that the Clerk offered an alternative approach to his request but this was rebuffed. The Clerk in her role as Councils legal advisor felt that his request could bring challenge upon Council as it was not in accordance with Council's Standing Orders and Model Financial Regulations.

The Committee extended their thanks to Stewart for his input and work on the Committee.

Julie Elliott as Vice Chair took the remainder of the meeting.

A member of the Bowls Club at the Parish Hall site asked for information relating to the future of the site and if a new lease had been agreed upon. Ed Hadfield who also sits on the board of the CLT advised that there were still in discussions with the Hyde Estate and tenure of the site. It was advised that they contact the Hyde Estate directly for more information in relation to the greens.

- 5 **To receive updates:** To include any meetings, decision or documentation that maybe relevant to this Committee from Council and sub groups.

5.1 Planning Applications that have a bearing on the NHP -. To update members of any new applications received/permitted – None.

The Clerk to issue a copy of SPC planning minutes with reference to the outline planning comments for the following:

DM/15/4706 Land East Of Brighton Road, Pease Pottage, West Sussex, Detailed permission sought for 156 dwellings (Use Class C3), care facility (Use Class C2), shop (Use Class A1), cafe (Use Class A3) and communitybuilding (Use Class D1)

DM/15/4711 Land East Of Brighton Road, Pease Pottage, West Sussex, , The phased development of approximately 600 dwellings (Use Class C3), (including affordable housing), 48 bed care facility (Use Class C2), Community building (Use Class D1), cafe (Use Class A3)

and retail (Use Class A1), up to 1 form-entry primary school (Use Class D1), hard/soft landscaping including a noise bund/fence, infrastructure provision, creation of accesses and car parking. The application includes demolition of 2 dwelling houses, ancillary agricultural buildings, removal of waste water facility and stopping up existing vehicular access (post construction).

The Clerk advised that the applications were scheduled to go before the MSDC Planning Committee on the 7th April 2016 for decision. Cllr John Welch will be making representation on behalf of the Parish Council.

6 **To discuss status for the Neighbourhood plan:** Draft Neighbourhood Plan

Julia provided members with an overview of the documents required to support the plan and their status.

Neighbourhood Plan- Sustainability Appraisal – Sustainability Appraisal Non-Technical Summary - Basic Conditions – Consultation Statement

Neighbourhood Plan –In Draft – This document will outline a shared vision for the Parish and shape the development and growth of their local area. Identify specific action or policies to deliver improvements.

Sustainability Appraisal this will help the authority to assess how the plan will contribute to the achievement of sustainable development. It applies to any of the documents that can form part of a Local Plan, including core strategies, site allocation documents and area action plans, the process of looking at objectives and policies as they are being developed and examining how they contribute to sustainable development The Non-Technical SA is a summary of the SA. The Scoping Report – This has been documented consulted upon, so completed and is enhanced and ready to form the basis of the Sustainability Appraisal. This with the other documents drafted will be issued to the Planning Consultants engaged for a health check review and gap analysis.

Basic Conditions – Not Started – This will ensure that the emerging plan is capable of meeting the basic conditions and other legal tests. These are the key considerations that the examiner will be testing before the plan can go forward to referendum. The basic conditions ensure that the proposed plan:

1. has regard to national policies and advice contained in guidance
2. has special regard to the desirability of preserving any heritage assets
3. has special regard to the desirability of preserving or enhancing the character or appearance of any conservation area
4. contributes to the achievement of sustainable development
5. general conformity with the strategic policies contained in the development plan
6. Does not breach, and is otherwise compatible with, EU obligations (e.g. Strategic Environmental Assessment^s)
7. prescribed conditions are met and prescribed matters have been complied (Legal and regulatory). The Independent Examiners of the most advanced neighbourhood plans have emphasised the importance of the local information collected and how that has influenced the vision, themes and policies. Evidence needs to be robust and to demonstrate the needs of the community in an objective way.

Consultation Statement -. In Progress – This is being prepared to fulfil the legal obligations of the Neighbourhood Planning Regulations 2012. Section 15(2) of Part 5 of the Regulations this sets out what a Consultation Statement should contain:

(a) contains details of the persons and bodies who were consulted about the proposed neighbourhood development plan;

(b) explains how they were consulted;

(c) summarises the main issues and concerns raised by the persons consulted;

(d) describes how these issues and concerns have been considered and, where relevant,

addressed in the proposed neighbourhood development plan

In summary the next stages will mostly see the committee perform a resource role for the planning consultants appointed. We need assistance with the policy wording and determination on what are policies and what are aspirations that might sit within the policy, rather than a policy themselves.

The committee will assist in pulling together the list of what evidence and information is required.

Pre submission/Submission- Framework/villages/vision and objectives/ policies and evidence during this period and before submission, will have been attained with constructive dialogue with the officers in the LPA. Publication along with community and statutory engagement. Once the plan has been submitted the LPA has a role in checking that the legislative tests have been met. The statement explaining how the proposed neighbourhood plan meets the basic conditions and also a consultation statement setting the engagement activities undertaken.

Examination -The examiner will assess if the plan complies with the basic conditions e.g. European obligations, conformity with local plan/national policies etc. To help them assess the plan against these conditions the examiner will be looking at the content of the plan, the submitted evidence base, the basic conditions statement and consultation statement.

Referendum -Leading up to the referendum the committee and Council can play an important role in encouraging people to participate in the referendum and making constituents aware of the key policies within the submitted plan and what they mean for the neighbourhood.

7 To update members on the status of engaging a Planning Consultant and timeline

Julia issued an updated timeline to the Committee, which will inform the website.

The Plan and associated documents will be taken forward from here by the consultants with continuous involvement with the Committee and Council.

8 Update NHP Communications Plan To report on communications plan-

The communications team met on the 9th February where they confirmed an enhanced and standard publication policy.

Enhanced

Website – Resident Associations - Posters – Banners – Exhibitions – Local Radio – Facebook -Mid Sussex Times – Parish Magazine – Notice Boards – Twitter – Leaflet Drop

Standard

Website – Resident Associations – Parish Magazine –Facebook - Notice Boards - Mid Sussex Times - Twitter

The sub group have agreed to review previous material used during the previous workshops and exhibitions that could be plagiarised for the exhibitions that will be held in the Spring. This meeting is set for the 7th March at 7.30pm in the Pavilion. This is not a public meeting.

9 To review the Neighbourhood Plan timeline.

See 8

10 Matters for future discussion

None

11 Date of Next Meeting/s: 14th March 2016

Signed _____ Date _____