

SLAUGHAM PARISH COUNCIL

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

NEIGHBOURHOOD PLANNING COMMITTEE MINUTES

Thursday 22nd March 2018 at 7:30 pm Pavilion, High Street, Handcross

Sally Mclean – Clerk to the Council

Email clerk@slaughampc.co.uk

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

Present: Julia Elliott, John Welch, David Dunn, Bob St George, Pete Clark, Ed Hadfield, Patricia Symmons

Others Present: The Clerk Sally Mclean, Laura Bourke Dowsett & Mayhew Planning and 9 members of Public

1. **Apologies for absence:**
2. **To receive declarations of interest from members in respect of any items on the agenda.** None
3. **Open Forum:** Committee to consider adjournment of the meeting for questions from the members of the public.

Resident Coos Lane raised concerns regarding increased traffic and unsuitability of Coos Lane. It was advised that for this reason allocating St Martins would jeopardise the plan, that it was fundamentally flawed and that any examiner would not agree with it –

The consultation response received from WSCC and Highways was highlighted. These responses provided technical advice on the proposed allocations, and the Committee have taken this advice into consideration. WSCC does not raise concerns with the proposed allocations and representations references the District wide Transport Assessment. This Assessment has been tested through District Plan Examination and found to be sound so assessment has already been tested by a government inspector.

The examiner of the Slaugham Neighbourhood Plan (SNP), will look to statutory consultees and specialist advisers to inform decisions on highway impact.

This Council cannot ignore the advice that it has been provided by statutory consultees when considering the highway impact of the proposed sites.

The member of public was offered the opportunity to discuss the consultation response with the agency if they so wish.

In order to clarify his position, as a member of Handcross Action Group (HAG) advised that they felt that a development at St Martin Close would bring issues with traffic in Coos Lane, the surrounding infrastructure, doctors, school etc. The HAG member advised the Group see this as a major flaw in the NHP notwithstanding their support for the SNP.

HAG advised, they do not want the SNP to fail and feel that St Martin Close allocation muddies the water – HAG was advised to consider the plan and the supporting evidence base in detail further.

The SNP proposes to allocate housing sites in order to safeguard against future allocations being imposed by the District. Members were advised of the planning policy position at the

District level and the emerging guidance from Government with respect to calculating housing need.

HAG members were also advised of the positive feedback St.Martin Close (east) and (west) received at the April 2017 exhibition.

A debate continued until the gentlemen was considered out of order and the matter closed.

Resident West Park Road – As a resident of 20 years in the village confirmed support for the plan, because residents can control where the housing will go. Resident advised, locals have to accept that they will be more traffic but there is a need for more housing. We need to trust that there will something in place to protect traffic in the village. That we are trying to get something in place that protects all of us, our children and our grandchildren.

Resident Handcross - Slaugham Nursery Garden Nursery queries why the application was rejected. , The committee did not have the detail to hand but suggested refer to MSDC planning portal, for the Officer's report which provides the reasons as to why this was rejected

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

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

5. **To discuss status for the Regulation 14 Neighbourhood Plan:**

Laura Bourke DowsettMayhew provided an update from Mid Sussex District Plan

The inspectors report on the District Plan has now been published and that he has found the plan sound, subject to the main modifications consulted on before Christmas
<https://www.midsussex.gov.uk/media/2216/mid-sussex-lp-report-mar-2018.pdf> .

The Main Modifications are changes, additions or deletions which were required to make the plan 'sound' and were prepared in liaison with the Planning Inspector during the course of the Examination. These are set out in the [Schedule of Main Modifications \(903kB PDF\)](#) .

Modifications included a new site allocation on land north of Clayton Mills, Hassocks for an additional 500 homes

In summary the revised Objectively Assessed Need (OAN) of the District Plan has been established as 876 dwellings per annum (dpa). MSDC intends to meet this figure until 2023/24, at which time the housing requirement will increase to 1090 until the end of the plan period (2030/31) in order to meet unmet need for housing arising in the Housing Market Area

In order to address risks and maintain a rolling 5-year housing land supply the Council have made the commitment to review the plan early and is scheduled for 2021 and to prepare a Site Allocations DPD. Work has already commenced on this DPD with adoption expected by 2020..

Mid Sussex District Council will be looking to adopt the Mid Sussex District Plan 2014-2031 as a Development Plan at a meeting to be held on the 28th March 2018.

In other news that will impact the housing numbers OAN is the recent National Planning Policy Framework (NPPF) Consultation that will look at a standard methodology for

calculating housing need and already sets a figure for Mid Sussex a t1016, so we can already see how the numbers will be increased and why a review is required early.

JE asked that as there is standard guidance being applied regarding the numbers do we need to review our numbers - LB confirmed for now this is emerging guidance and is not something the SNP needs to take account of. LB confirmed the SNP will be tested against the policies in the district plan, and that the housing need report is in general conformity with the District's strategic policies..

- 5.1. Members to approve planning consultant representation recommendations table;
Members reviewed the comments and recommendations

Laura Bourke Dowsett & Mayhew

Natural England's comments, members requested clarification on their response.

General Stakeholders comments focused on Policy11 /12 and raised the same point which has been summarised- Why is the Parish is providing more houses when MSDC have said no further housing is required from Slaugham.

In response, the public were advised that it is well documented that throughout the preparation of the Regulation 14 Pre-submission Plan, the Examination of the District Plan was ongoing and numbers were constantly shifting. The District's housing need was therefore not agreed by the Inspector and adopted by Mid Sussex District Council (MSDC) during plan preparation. In light of this and notwithstanding MSDC view that Slaugham are not required to take any additional housing, the Parish Council undertook an assessment on local housing need, The Housing Needs Consideration Report. brings together a range of empirical data from a variety of sources, in order to enable assessments and judgements about the level of housing that may need to be delivered in the Parish up to the period 2031; and for this to be facilitated by policies in the emerging SNP. Noting this assessment and given the uncertainty of the emerging District Plan (at the time), the Parish Council resolved to allocate St.Martin Close (east) and St.Martin Close (west).

In response to the Regulation 14 Pre-submission consultation, MSDC have supported the proposed allocations of St.Martin Close for two reasons: The District Plan's housing numbers are a minima and therefore exceeding those is regarded as positive planning; and the intention of the Parish to allocate 65 units at St.Martin Close will make a valuable contribution to meeting local housing need, in a relatively sustainable location.

Other queries raised –

-The previous work carried produced differing results to this time round, why is that?

As part of the preparation of the Slaugham Neighbourhood Plan, the Parish Council have undertaken a review of the evidence base which previously supported the Plan. Following this review, it was agreed, a new evidence base would be prepared to inform the preparation of a revised Plan.

The Parish Council have therefore with the support of DOWSETTMAYHEW undertaken an environmental and policy based assessed of all sites received. This assessment is set out in the Slaugham Parish Housing Land Availability Assessment, September 2017) and is publicly available.

-Why these sites - All of the sites have been assessed as part of PHLAA that is an environmental and policy based assessment of all the sites received. The accompanying the SA (Sustainability Appraisal) provides an appraisal of all sites against the sustainability objectives of the plan,

SPC have also undertaken public consultation on the sites received and we asked the Community to state their preferred sites of which St Martins Close came out as the preferred site.

So in light of that evidence base those are the reasons why the Parish Council have elected to allocate St Martins Close.

- Concerns in relation to Highways – WSCC have provided a positive response regarding a proposed development at the sites. The overall level of development proposed in the Slaugham Neighbourhood Plan is in accordance with the forecast estimate of background traffic growth assumed in the Strategic Transport Assessment, which indicates that there will be no severe impacts on the transport network that cannot be mitigated to a satisfactory level. The County Council considers that this provides sufficient evidence to justify the overall level of development proposed in the Slaugham Neighbourhood Plan.

- The location of the site in respect of distance to local services - This is something which has been considered as part of the assessment of sites. As set out in the Parish Housing Land Availability Assessment, distances to key services such as the primary school, post office and health facility as well as distance to open space has been measured when considering the accessibility of sites in the Parish.

With the above comments considered and responses made there are no changes made to the Submission Plan with respect to the policies.

Summary of Representations Recommended

The draft submission plan was provided in a track change version so that members can easily reference the alterations recommended.

Representation 41:

Para 4.17 to be updated to include Handcross Recreation Ground, High Beeches Gardens, Mill Pond and Furnace Pond.

Policy 7 include reference to the Street (Park Road), Slaugham.

Update para 2.15 and 5.6 to read: halls.

Update Aim 3 to include horse riders.

Update Aim 5 to include reference to the public rights of way, footpath between Warninglid Village and the primary school.

Supporting text of Policy 9: Community Facilities to be updated to highlight support for Handcross Village hall improvement and/or replacement.

Minor typos were also made

With respect to the Developer Representations, these were discussed by Members

In response to representations which promoted land in the Parish, it was confirmed that all of the sites have been assessed as part of PHLAA. The PHLAA sets out an environmental and policy-based assessment of all the sites received. It was also confirmed that the accompanying Sustainability Appraisal has tested all of the sites against the sustainability objectives of the plan.

Furthermore it was confirmed that all sites were exhibited in April 2017, and public feedback requested on preferred sites.

Representations queried the validity of the Ga policy. In light of this there was a discussion on how best to include this as part of the plan.

LB advised of examples of how NHP's can secure strategic gaps. It was noted the District Council has a more general anti coalescence policy, where they seek to maintain gaps between settlements but don't identify them,

It was agreed this policy would offer a level of protection to the Parish and the SNP would include an Aim to protect the purposes of the Pease Pottage Gap

In response to comments made on Policy 4 Built Up Boundary (BAU), it was confirmed that the SNP policy is in line with DP and NPPF guidance,

In response to Representation 59: it was agreed Objectives re updated to read: Preserve, protect and enhance the countryside

It was agreed Policy 9 is updated to include support for new community facilities.

It was agreed an additional policy would be included in the Submission Plan to support new employment/businesses uses in the Parish .

In response to Representation 60: Query in relation to the BUAB proposals map being out of date, it was confirmed the BUAB of the Parish will be updated in due course, once the Neighbourhood Plan is made by MSDC and forms part of the Districts Development Plan.

In response to Representation 62- Land at Tilgate Forest Lodge for a sustainable, carehome to be provided, it was confirmed the site has not been assessed as part of the PHLAA as the land is not proposed for residential dwellings.

5.2. New sites– Members to consider site assessments for those sites that came forward during Regulation 14. It is correct and appropriate to consider the sites in the same manner of those assessed previously.

1. Land south of Pease Pottage (SHLAA Ref: 603) Land west of Old Brighton Road SL16 Please note SL16 represents a reduced site area of SL08 12 Hectares.

In summary, the site is primarily in agricultural use. The site lies within the High Weald Area of Outstanding Natural Beauty (AONB). It is designated a Priority Habitat. Ancient and Semi Natural Woodland lies on the northern boundary of the site. The site offers reasonable access to services in Pease Pottage with access to services in Crawley to the north. Access is available off Old Brighton Road (south). Given the site is within the High Weald AONB and is physically and visually divorced from the existing built up area of Pease Pottage, it is not considered suitable for development. The full assessment is available on the

website http://www.slaughampc.co.uk/Slaugham-Parish-Council/UserFiles/Files/Neighbourhood%20Plan/SL16_SL17%20combined.pdf

2. Land West of London Road SL17 North of Handcross 2.7 Hectares

In summary, this site was promoted to the District Council as part of their recent call for sites as well to the Parish Council during REG14.

The site is primarily in agricultural use. The site lies within the High Weald AONB. The western boundary of the site is designated as a Priority Habitat. The site is some distance from services and facilities on offer in Handcross. Access could be achieved off London Road. Given the site is within the High Weald AONB and is physically and visually divorced from the existing built up area of Handcross, it is not considered suitable for development. Members felt that an additional constraint would be the access. The full assessment can be seen here http://www.slaughampc.co.uk/Slaugham-Parish-Council/UserFiles/Files/Neighbourhood%20Plan/SL16_SL17%20combined.pdf

The two additional assessments will be attached as an addendum to report.

The SA will be updated to identify the two extra sites received and tested against the objectives of the Plan.

Should further sites come forward once the plan has been handed to MSDC these will be not be considered further by SPC.

Members APPROVED the assessments as outlined and recommendations made.

5.3. Review draft submission plan. Members **APPROVED** the Submission Plan incorporating the recommendations made and approved under items 5.1 and 5.2

1. The submission plan has been updated to reflect the recommendations discussed along with the District Plan and release of the examiners report so changes to the introductory statement Chapter 1 - 1.8.
2. Chapter 2 - Remains Unchanged
3. Chapter 3 - Visions Objectives. The visions have been updated to take account of representations made.
 - Strategic Objective 1 Woodland Trust comments
 - Strategic Objective 6 WSCC Education comments
 - Section 4.17 Changes to Slaugham Mill Pond and Slaugham Furnace Pond
4. Chapter 4 – Policy 3 – Is now Aim 1 - Preventing Coalescence
5. Policy 5 14 Green Infrastructure taken account of Woodland Trust comments
6. Policy 5 updated to include additional comments from WSCC re access for cyclists, pedestrians etc

7. Policy 6 Conservation Area to include The Street, Park Road Slaugham
8. Chapter 5 Community facilities inclusion of a paragraph 5.7 public feedback on the improvement/replacement of the Parish Hall would be supported.
9. Policy 9 – Broadband
10. Aim 4 Page 21 updated to take account of Horse Riders
11. Chapter 6 updated to reflect the District plan numbers
12. Policy 11 St Martin East access to the site via West Park Road
13. Policy 12 St Martin Close West updated to reflect that the site is now fixed and agreed, so this section has been updated to set out that SPC are positively planning over the plan period.
14. Chapter 7 Economy Employment new P15 supports new business in the parish subject to criteria.
15. Chapter 8 Aim 6 to include public rights of way, to support new PROW or upgrades.

Additional comment from the Aim 8 could we elaborate on the parking standards for residential parking.

The Chair asked members to confirm if they were content with the changes recommended and happy to move forward to Submission stages. Members unanimously **APPROVED** the Submission Plan subject to the changes being made.

This list is not an exhaustive but covers the main alterations approved. Laura will issue the completed submission document to the Committee for ratification at the full council on the 29th March 2018.

6. **Future Communications Plan** To agree future communications plan- **Nothing to add**
7. **To review the Neighbourhood Plan timeline:**

The next stages are as follows:

- Finalise Submission Plan;
- Update the Submission Sustainability Appraisal including Non-Technical Summary;
 - *A sustainability appraisal is a systematic process that must be carried out during the preparation of a Local Plan. Its role is to promote sustainable development by assessing the extent to which the emerging plan, when judged against reasonable alternatives, will help to achieve relevant environmental, economic and social objectives.*
- Preparation of Basic Conditions Statement;
 - *The basic conditions statement must set out how your neighbourhood plan meets the requirements of each basic condition and other legal tests. It will clearly set out how the plan meets the legal tests and should therefore proceed to referendum. It will be used by both the independent examiner and the District Council to help them decide whether or not your plan meets the basic conditions.*
- Preparation of Consultation Statement;
 - *The consultation statement will explain and demonstrate how engagement with the community and others has shaped the development of the plan. The consultation*

statement will include and summarise all the statutory (i.e. the pre-submission publicity and consultation period) and non-statutory consultation that has taken place with the community, organisations and other relevant bodies to develop the plan.

It is estimated that this work will take approximately 5/6 weeks with the intention of draft documents being issued to the Committee in advance of the next convenient meeting. Committee agree to meet on the 17th May, Laura will issue the draft documents on the 9th/10th May 2018. Any comments on the Submission need to be with Laura by COB 23rd March 2018.

8. To review current and future spend against budget

The Budget was set £13800- £16800k total spend to date £10443.00. SPCNHP received government funding late 2017 of £86500.00. We have spent £6660.61 of that during the funding period (6 months) which can be offset against the £8650.00. However, due to the delays with the district plan the remainder was unspent and will be returned as it was not spent within the period specified. However, there is another tranche of funding coming forward for 2018/19 and the Committee will be reapplying to offset against the future work required as set out in Item 7.

Neighbourhood Plan Expenditure											
2016/17					2017/18						
Date	Chq No.	4610	Supplier	Costs	Date	Chq No.	4610	Supplier	Costs		
30/06/2016	3296	NHP	Hall Hire	£10.00	27/04/2017	3378	NHP	Meeting Exp	£	10.88	
28/07/2016	3308	NHP	DOW/MAY	£1,557.00	27/07/2017	3397	NHP	DOW/MAY	£	5,544.00	
24/11/2016	3336	NHP	DOW/MAY	£1,478.00	26/10/2017	3416	NHP	DML Post	£	1,049.60	
25/01/2017	3348	NHP	DOW/MAY	£1,864.00	30/11/2017	3242	NHP	Letter Stats	£	46.78	
30/03/2017	3374	NHP	Vision ICT	£370.00	30/11/2017	3242	NHP	Letter Stats	£	9.35	
Total				£5,279.00					£	6,660.61	
Dowsett Mayhew				£4,899.00	Dowsett Mayhew				£	5,544.00	

Total Spend to date		
£10,443.00		
Budget SET Between	£ 13,800.00	£ 16,800.00
Funding Received	£ 8,650.00	2017/18
Projected Costs 2018/19	£ 10,000.00	

9. Matters for future discussion

The Clerk asked members to review the website, ensure it is easy to follow, contains the relevant information, or requires any additions going forward that will need to be costed for in the future.

10. Date of Next Meeting/s: 17th May 2018

Signed _____ Date _____