

**SLAUGHAM PARISH COUNCIL**  
2 Coltstaple Cottages, Coltstaple Lane, Horsham, RH13 9BB  
**NEIGHBOURHOOD PLANNING COMMITTEE NOTES**  
**Monday 22<sup>nd</sup> August 2017 at 7:30 pm Pavilion, High Street, Handcross**  
Sally Mclean – Clerk to the Council  
Email [clerk@slaughampc.org.uk](mailto:clerk@slaughampc.org.uk)  
Website: <http://www.slaughampc.org.uk>

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**Present:**, Sally, Julia, Pete, David, Ed and John

**Review: Timeline and Communications for the REG 14 Pre- Sub**

**The Plan was approved by Committee and ratified at Council on the 29<sup>th</sup> June with minor amendments. This group will now look at the those changes required with a view to preparing comms for the pre submission stages**

UPDATE - DOWMAY Planning Consultations have received the comments on the Plan and SA from MSDC and intend to analyse those with a view to sending them through to the Committee with their recommendations by **COB Friday 25<sup>th</sup> August**.

The Committee are required to review these and return any comments to the Clerk by COB **Wednesday 30<sup>th</sup> August**. These will be ratified over email and returned to our consultants so that any changes/updates approved will be incorporated into the Plan in readiness for the next stages.

At this moment in time it is not confirmed as to whether these comments will require approval at a future public meeting. In the event that a meeting is required we have agreed to pencil in **Monday 4<sup>th</sup> September** as a date for your diary, but will be confirmed nearer the time.

During the stages **29<sup>th</sup> August- 4<sup>th</sup> September** we will be preparing the final stages of the comms -

DOWMAY/SPC to draft a letter to the Statutory Consultees and other interested parties/groups, along with informing the local residents that the plan is published.

To assist with the distribution of the comms/leaflet to residents/local businesses etc it was agreed that AIRs, or the Post Office would be approached - **Sally** is looking at this currently. This would be less labour intensive for the committee and produce an adequate audit trail on the communication process.

**Pete** to look at timescales and advertising the MIDI cut off period.

In addition to the above the leaflet would be electronically issued to the local Resident Groups, positioned at strategic places around the villages, notice boards, shops, businesses, lamp posts, halls **ALL**. The banners would also be erected and wording included to advise local residents of the consultation period. **Lesley, Bob, Ed and John to coordinate** and check that current locations are happy to hold a copy of the plan for those residents that do not have access to a computer etc **Ed to check with the Half Moon** rather than Seaforth Hall. The new NHP page will be updated to reflect the above and the documentations uploaded **Sally & Lesley** .

Allowing time for adequate distribution by either AIRs or the Post Office the intention would be to have the leaflet and correspondence to delivered by **8<sup>th</sup>, 9<sup>th</sup> September** so we need to be ready to go by the **4<sup>th</sup> September**. If this is not achievable then we will push back that date.

The leaflet is complete and attached for your review.

Sally

