

## **Southwater Neighbourhood Plan**

### **Notes of Steering Group Meeting held on 6th June 2017**

#### **Present;**

Graham Watkins,  
Geoff Cole,  
Ramesh Shingadia  
Deborah Priebe  
Pauline Flores Moore

In attendance;

Chris Carey

1 Minutes of the previous meeting.

GW wished to review the minutes prior to sign off.

#### 2 Housing Needs Assessment

CC outlined that HDC had contacted the parish council strongly suggesting that a revised housing needs assessment be undertaken. HDC also advised that technical support to complete the housing needs assessment is available through Locality who provide free advice and guidance through a large national consultancy firm, AECOM. The Group supported the proposal to commission AECOM to undertake this work. CC will speak with Cathy Tobin regarding the completion of the necessary forms. CC agrees to circulate the AECOM technical note with the minutes.

#### 3 Additional Consultancy Support

CC outlined that the parish council is seeking additional planning consultancy support to assist with the detail of the neighbourhood plan. This will include a review of the draft documents and policies produced to date, and support with the sustainability appraisal and Strategic environmental assessment work. A proposal has been received from ENPLAN Ltd who have provided previous support to the parish council on the neighbourhood plan. CC agreed to invite Andrew Metcalfe of ENPLAN to the next meeting of the Steering Group.

#### 4 Plan Programme

CC reported that it is still the intention to prepare a draft plan by the end of 2017. This is reliant upon the date of completion of the housing needs assessment which will form an important part of the evidence base and will advise site assessment work. CC is hopeful that this work will be completed by AECOM within 3 months.

#### 5 Call for sites-

HDC have contacted the council suggesting that it might be appropriate to go out to a further call for sites. The original call for sites exercise was undertaken 2 years ago in 2015. The proposal to issue a further call for sites was supported by the group.

#### 6 Employment Sites.

CC stated that HDC had recently released the employment land element of the SHELAA and that this includes the land adjacent to the Park and Ride site at Hop Oast. GW enquired as to whether

the Parish Council needs to do an assessment of employment land needs within the parish area in a similar way to housing land. CC stated that he understood that HDC undertook an assessment of employment land need for an area which included other local authority areas as part of the evidence base for the Horsham District Planning Framework. In addition, at the public inquiry for the HDPF in 2015, HDC stated to the inspector that they expected employment sites to be promoted through neighbourhood plans. CC will make further enquiries with ENPLAN.

Date of next meeting 7th July 2017