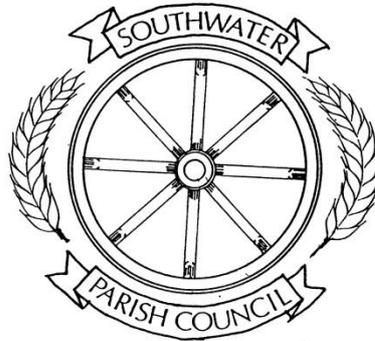


Southwater Parish Council



DRAFT Neighbourhood Plan Steering Group Minutes

Tuesday, 28th August 2018, 7.30pm

Beeson House
Lintot Square
Southwater

Committee Members

Cllr Graham Watkins (Chairman)
Cllr Geoff Cole (Vice Chairman)
Cllr D. Moore
Cllr M. Neale, Neighbourhood Watch
Cllr P. Flores-Moore

Angie Choat (Southwater Youth Project and Methodist Church)
Rev Dr Godfrey Kesari (Holy Innocents Church)
John Mace (Stammerham Society)
Deborah Priebe (Resident)
Ramesh Shingadia (Londis)
Les Ampstead (Resident)

Catherine Tobin, Parish Clerk
Mr Chris Carey (Planning Consultant)
Mr Andrew Metcalfe (Planning Consultant EnPlan)



Clerk: **Mrs.C.M.Tobin**
Cert.Ed.L.Pol.FILCM.,

SOUTHWATER PARISH COUNCIL

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26 Lintot Square,
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RH13 9LA



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MINUTES

The Minutes of the NEIGHBOURHOOD PLAN STEERING GROUP meeting held on Tuesday, 10th July, 2018 in the Council Chamber, Beeson House, Southwater, West Sussex, RH13 9LA commencing at 7.30pm.

Present: Chairman: Cllr Graham Watkins

Mr.L.Amsptead Cllr G. Cole
Cllr P.Flores-Moore Mr.J.Mace

Apologies: Godfrey Kesari, Angie Choat, Derek Moore, Neil Whitear,
Michael Neale, Deborah Preibe

Consultants: Mr A Metcalfe (Enplan), Mr C Carey

Clerk to the Meeting: Mrs C Tobin

County Councillor: Cllr N.Jupp

NP/10/18 APOLOGIES

Apologies had been received from Mr.J.Mace, Rev.G.Kisari,
Mrs.P.Flores-Moore, Mrs.A.Choat

Members NOTED and APPROVED the absences.

NP/11/18 MINUTES

The minutes of the meetings held on the 10th July, 2018 were duly approved as a true and correct record of the meeting, following two amendments.

NP/12/18 DATES OF NEXT FULL STEERING GROUP MEETING

Members were referred to the new meeting dates provided in order to maintain on the momentum in terms of the plan enabling this to be presented to Council for approval on 26th September 2018.

- Tuesday 11th September, 2018 at 7.30 pm Beeson House
- Wednesday, 26th September 2018 7.30 pm Full Council Meeting of the Parish Council to consider the Neighbourhood Plan and agree that it proceeds to Regulation 14 Consultation

The Chairman stated that it was important that all members of the Steering Group attended the meeting on the 11th September and the Full Council meeting on 26th September in order to support the Plan.

Councillor Flores-Moore stated that unfortunately she was unavailable on the 11th September 2018.

At this point in the meeting and due to the confidential nature of the business to be transacted this session would be held in private.

NP/13/18

EVIDENCE BASE

Andrew Metcalfe stated that the Statutory documents were being prepared and would be ready by the 11th September, along with the evidence base; they were undergoing a peer review.

Southwater Housing Needs Assessment

This document was ready to be presented on the 11th September along with other supporting documents.

Site Assessments

This document is complete by undergoing a peer review at Enplan and would again be available with other documents for the 11th September and sign off.

It was reported that Horsham District Council had put forward two new sites, these were considered by the Steering Group. They would be assessed alongside other sites and included in the Site Assessment document.

Landscape Sensitivity Study

This document was ready to be presented on the 11th September along with other supporting documents.

Open Space Assessment

Cllr Flores-Moore raised a question in relation to Chesworth Farm and why this differed from the assessment for the Country Park. Andrew reported that the Country Park had its own policy within the Neighbourhood Plan and in any event was too large to be a local green space as it is an extensive tract of land. Reference to this would be included within the Open Space Assessment introductory text.

It was also noted that only part of Chesworth Farm fell into the designated parish boundary.

RESOLVED that Andrew Metcalfe update the Open Space Assessment as detailed above.

Heritage

Cllr Nigel Jupp apologised that he had been unable to assist any further on this. After a discussion it was agreed that it should be possible to complete this document as part of the evidence. Andrew Metcalfe to populate the current template document with the suggested heritage assets and send to John Mace, Geoff Cole, Pauline Flores-Moore and the Clerk. The assessments would then be completed by the group. John Mace said that he had time hopefully in the next week to assist, the Clerk stated that she had some historical information which may be of assistance in her office.

RESOLVED that the group look to complete the Heritage Asset Assessment for insertion into the evidence base for the Plan.

Highway Capacity Assessment

Andrew stated that this has not be completed as Berkeley's are awaiting the completion of the current A24 highway works before traffic surveys can commence. Once this is received the Parish Council had authorised a light touch audit / peer review to be carried out on its behalf. This would not be completed in time for the Regulation 14 Consultation.

Built-Up Area Review

Andrew Metcalfe ran the group through the built-up area review that had been undertaken utilising HDC methodology with some additional criteria. The resulting built-up area generally made it more accurate, with the group noting that the current boundary consisted of a number of straight lines that did not actually relate to what was on the ground.

It was noted that the major difference to HDC's existing boundary was the inclusion of areas allocated for development. Andrew Metcalfe confirmed that this was in line with best practice.

Discussions also took place regarding the BUAB at Easteds Allotments and another area, and questions raised. However after discussions it was agreed that the other area discussed was covered under green space policy which had been used as sporting and community amenity land.

Those present accepted the findings of the review and that it proceed to be presented on the 11th September along with other supporting documents.

NP/14/18

REVIEW OF DRAFT NEIGHBOURHOOD PLAN

Andrew Metcalfe talked the group through the plan and shared with the Steering Group the draft neighbourhood plan map.

A discussion ensued regarding Assets of Community Value and it was agreed to remove the second paragraph of the proposed policy.

Andrew Metcalfe stated that whilst he was confident with the proposals going forward to Regulation 14, there would be challenges ahead. Thakeham Homes to north of the Boars Head junction are likely to challenge the proposed Local Green Space designation however it was noted that the current application on the land was submitted after it was agreed that the area be designated as Local Green Space. Horsham District Council have also voiced concerns over the approach being adopted and what it considers to be strategic matters (eg. the site allocation and also safeguarding land for a secondary school).

John Mace having not attended the last couple of meetings questioned why the reduced number of housing being proposed. Andrew Metcalfe confirmed that increased numbers were originally discussed as a way to make highway works viable and required. However, as the Group did not currently have a transport assessment this was no longer being explored. Cllr Cole said, he felt that the plan should include a school, how could one not when it took ten years to plan such a school and it is widely accepted that there will be a need by 2025. Andrew stated that this can be revisited once the transport assessment has been received and reviewed.

The meeting finished at 8.50 pm. The Chairman thanked all those who had attended the meeting and asked that all be present on the 11th September 2018.

Signed as a true and correct record of the meeting

.....**Chairman**

.....**Dated**