

Steypning Parish Council

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MINUTES OF THE STEYNING NEIGHBOURHOOD PLAN STEERING GROUP MEETING HELD ON THURSDAY 13 DECEMBER 2018 AT 7.30PM AT THE STEYNING CENTRE

Present: Cllrs Liz Trundle (LT) and Tim Lloyd (TL) and Members: Russell Barnes (RB), Paul Cotton (PC), Mariella Alexander (MA)

Members of the public – 3 including Cllr Goldsmith

DRAFT MINUTES

G/18/67 APOLOGIES

67.1 Apologies received from Giles Vidgeon (GV), Sally Johnstone (SJ),)Murray Van de Pol (MV), Richard Bell (R.Bell), Paul Maidment (PM)

SG/18/68 DECLARATIONS OF INTEREST

68.1 There were no declarations of interest from the Committee

SG/18/69 QUESTIONS FROM THE FLOOR

69.1 Q - Stephan Fuggles of Bayard's Community group pointed out that at the November Farmers' Market some SG members appeared to be misinformed about SDNP boundaries and did not appreciate that both Bayard's field & Sweetland's - representing key development schemes within the local plan - were within the National Park and would therefore not represent part of Steypning's housing allocation. He asked that SG members briefed themselves on a recent Bayard's Community Group's Green Space application for Bayard's Field with regard to essential elements to any NP such as heritage ecological aspects which he thought were overlooked by the previous (and now de-coupled) SWAB NP (Neighbourhood Plan).

A - In response RB confirmed that all SG members are aware of relevant boundaries, and that NP matters go beyond housing. He emphasised that was used as an initial point of interest to engage residents in conversation.

SG/18/70 MINUTES OF PREVIOUS MEETING

70.1 The minutes of the previous meeting were **proposed by RB, seconded by TL & accepted unanimously. Agreed**

SG/18/71 MATTERS ARISING

71.1. RB confirmed that the website is now up and running, with a national and local news feed. Very few residents have so far come forward for Focus Groups but forthcoming flyer drop would hopefully encourage more people to volunteer. RB also confirmed that two SG members would now be working with Steyning Grammar School Head to encourage 6th Form involvement with future resident surveys.

71.2 TL gave feedback of Horsham District Council (HDC) meeting held on 19 November and attended by himself, Catherine Howe of South Downs National Park (SDNP) and Barbara Childs (HDC). He confirmed that he would be circulating a summary of meeting to SG members and posting relevant information on the Steyning Community Plan (SCP) website.

SG/18/72 VISION STATEMENT (VS)

72.1 RB confirmed that flyer would now be issued in January 2019, and that there would be visit and presentation by HDC Neighbourhood Plan Officer, Norman Kwan. SG agreed that LT would edit and circulate the third VS draft by Monday 18 December so that SG feedback could be received by Thursday 21 December - **proposed by MA, seconded by PC.** SPC Clerk, John Fullbrook (JF), to be asked to allow £1000 SPC funding for printing and circulation cost of 2,500 flyers. **Agreed**

SG/18/73 POP-UP/PUBLICITY EVENTS

73.1 RB confirmed that visits to local estate agents had been made during Xmas late-night shopping event. Hamilton Graham Estate Agents keen to establish Steyning Chamber of Commerce as stakeholders in the SCP.

73.2 RB suggested an event at the Steyning Centre specifically for landowners to showcase their sites, visually & with question & answer sessions. Approach landowners on previously established list to be invited; MV suggested further sites should be investigated. It was agreed that SG should aim for a Showcase event mid-February 2019.

PC emphasised that Showcase should include all aspects of the SCP, not just housing. RB suggested that Enplan and NK be approached to offer guidance on the event; and that event be publicised through an ad. in *Your Steyning* magazine, posters around the town & a flyer.

SG/18/74 SURVEY

74.1 Survey now closed and results to be posted on website There was no other business to discuss.

SG/18/75 CONSULTANTS

75.1 RB confirmed that Enplan had been instructed & is currently carrying out a diligence review of SWAB; there is nothing to report until this is complete. It had undertaken extensive mapping e.g. boundary & site constraints. Meeting to be arranged in the near future between SG and Enplan to discuss forthcoming strategy.

SG/18/76 LOCALITY & FUNDING

76.1 RB confirmed that £9000 had been agreed and that an application for a further £8000 to be made in April 2019. There would also be a bid for a technical support allowance; TL suggested using Enplan invoice & current printing/publishing costs as a base for this.

SG/18/77 FOCUS GROUPS

77.1 SG discussed how to go about setting these up. RB suggested that they might be focused on particular tasks, working along already established groups in Steyning e.g. Chamber of Business & Commerce, environmental groups etc. SG to take the lead from Enplan about best way forward.

SG/18/78 AECOM

78.1 Consultants instructed to progress and awaiting draft defining housing types; estimated costs of £9000 received. PC to forward estimates to JF, TL & Councillor Phil Bowell.

SG/18/79 ANY OTHER BUSINESS

79.1 PC informed SG that he had established figures for Steyning's current housing needs; these are currently standing at 520 requiring social housing & 95 households are currently looking for social housing.

SG/18/80 CORRESPONDENCE/INFORMATION

80.1 RB confirmed that public emails and other correspondence will always be discussed and where necessary HDC and or Enplan consulted. Public involvement is very much part of the process and many questions raised so far have raised valid points.

SG/18/81 DATE OF NEXT MEETING

81.1 7th February 2019. . Meeting closed at 9.25 pm.