

**MINUTES OF THE SPC NEIGHBOURHOOD PLAN STEERING COMMITTEE EXTRAORDINARY MEETING
HELD ON TUESDAY 26th OCTOBER 2021 AT 7PM AT THE STEYNING CENTRE**

Present : Cllrs Northam, Norcross, Young and Bell. SPC Resident representative members Mr Russell Barnes, Mr Nick Muggridge, Mrs Mariella Alexander, Mr Paul Cotton, Mr Murray van der Poll and Mr Paul Maidment

Clerk : John Fullbrook

Members of the public : 10 {including Cllrs S. Sullivan, G. Sullivan, S. Alexander, R. Goldsmith and D. Hanson}

DRAFT MINUTES

N.P/21/1 ELECTION OF CHAIRMAN

1.1 Cllr Northam **Nominated Cllr Bell to preside as Chairman for this meeting, Seconded by Cllr Norcross. Agreed**

N.P/21/2 APOLOGIES FOR ABSENCE

2.1 The Clerk reported that Andrew, the N. Plan consultant, would be attending, but delayed by approx. half an hour

N.P/21/3 DECLARATIONS OF INTEREST

3.1 Cllr Young declared an interest in 'Open green Spaces' discussions and Mr Van der Poll declared he was a member of the Greening Steyning committee

N.P/21/4 QUESTIONS FROM THE FLOOR

4.1.1 Trevor Cree – The examiner clarification questions are on the HDC web site, why cannot the Steyning residents see the draft response prepared by the SPC N. Plan consultant- Andrew Metcalf, so that everyone is informed by his professional opinion on this matter?

4.1.2 Cllr Bell replied there were a number of areas within the draft response that needed to be discussed before the next draft could be distributed more widely.

4.1.3 Cllr Northam responded that he had a copy of minutes of the SPC Full Council Meeting – November 2019, whereby in similar circumstances Mr Cree himself had seconded a motion to take a document from the Consultant into a confidential session and the document in that instance remains confidential.

4.2.1 Rodney Goldsmith – Can you help me understand why the N. Plan steering committee has been resurrected? SPC already has a Neighbourhood plan to regulation 16 – a plan supported by residents – 'I cannot see a reason for opening a new committee'.

4.2.2 Cllr Bell explained the main purpose of the committee was to review what the examiner had sent to SPC by way of questions raised following the public consultation and prepare a response to be agreed by SPC Council. There is no hidden agenda to scrap it and start again. It's about formulating a reasoned response from a group best experienced to provide that response.

4.2.3 Mr Muggridge said the direct answer was that the Parish Council had made that decision, and that the steering committee members were invited to reconvene, to help out, by the Council.

4.2.4 The Clerk continued {for clarification} that it was at the Full Council meeting on the 19th of July whereby the resolution to reconvene the committee was agreed, as was the membership of the committee, and that Cllr Goldsmith was in attendance and voted on the agreement. [The Clerk read out the agreed motion].

4.3.1 Sarah Sullivan – Regarding future housing developments – How much confidence is there that 35% quota affordable housing will be delivered by the developers?

- 4.3.2** *Cllr Bell replied- I think this is not a matter for the Neighbourhood plan committee – I assume you are talking about proposed development at Glebe – I think the question would be better placed at last night's planning committee meeting. However, the plans submitted were only an outline plan and are based upon the aspirations of Richborough Estate rather than a Developer.*
- 4.3.3** *Sarah Sullivan – Regarding proposed glebe developments – How much confidence is there that regarding emergency access, it does not become a main access to the estate?*
- 4.3.4** *Cllr Bell replied that again this is not for this committee, and this had been already discussed at last night's planning meeting*

N.P/21/5 CIL MONEY RECEIPTS EXPLAINED

- 5.1** Committee received a supporting paper from the SPC Neighbourhood Plan Consultant outlining the nature of possible Cil Monies received from any future developments in respect of there being a Neighbourhood plan in place or not.
- The Clerk explained that he had asked the Consultant to supply a paper in order to explain in more depth, and illustrate via a pertinent example, how Cil money revenue is calculated, so that residents and members might better understand the possible implications of any future development in terms of this funding. Comments from the floor were invited by the Chair and points were raised by members of the public as follows. First, that it may be inappropriate to look at only one example in this way, also that Cil receipts though welcome had to be weighed against the equivalent increased need for infrastructural improvements in scale with any new housing being developed.

N.P/21/6 INFORMATION/CORRESPONDENCE ITEMS

- 6.1** None.

N.P/21/7 CONFIDENTIAL SESSION

- 7.1** Cllr Bell **proposed, seconded** by Cllr Norcross to resolve, under the Public Bodies (Admissions to Meetings) Act 1960, in accordance with Standing Orders 3d to exclude the press and public on the grounds that the confidential matters to be discussed under item 8 may involve disclosure of personal or privileged information which would be inappropriate to put in the public domain. **Agreed**

N.P/21/8 SPC NEIGHBOURHOOD PLAN

– STEERING COMMITTEE'S DRAFT RESPONSE TO THE CLARIFICATION NOTE FROM THE EXAMINER

- 8.1** Committee received the notes from the SPC N.Plan consultant and discussed his first draft of the response document and any suggested amendments.
- 8.2** The Consultant amended the draft document, or not, as per each suggestion being discussed and with agreement from all. He was then tasked with re-drafting the document so that it could be sent to members in advance of the next meeting, via the Clerk. This therefore allowing suitable timescale for the final version to be agreed at the next Steering committee meeting and so that it could be recommended to the November 15th Full Council meeting for agreement and for subsequent submission to Horsham District Council
- 8.3** Committee felt that in addition to the response document, it would be worth framing a motion for discussion at the next meeting to better explain any possible future Plan review process, as it had not been fully explained within the Plan itself, nor had the process so far been agreed at SPC Full Council. This motion if agreed at the next Steering Committee to be recommended to Full Council.

N.P/21/9 DATE OF NEXT MEETING – 10TH November 2021 @7pm

Meeting closed at 9.30pm

Signed Date 10th November 2021
Chairman



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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