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TO ALL MEMBERS OF THE NEIGHBOURHOOD PLAN STEERING COMMITTEE :-

Cllrs Bell (Chair), S Alexander, Sharp, Hanson, Trundle, M Alexander, Ballance & Linfield.

Resident Members M. Van der Poll, R. Barnes, J. Knowles & P. Cotton.

YOU ARE HEREBY SUMMONED TO A MEETING OF THE COMMITTEE TO BE HELD ON WEDNESDAY 26th MARCH 2025 AT 6.30 PM IN THE STEYNING CENTRE

MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THE MEETING

Please note that the Council is, and members of the public and individual councillors could be, making audio or video recordings of this meeting. The Council's recordings will be uploaded to a cloud-based website of record and will be available indefinitely to the general public.

AGENDA

- 1.0 APOLOGIES FOR ABSENCE** – to receive and accept apologies for absence
- 2.0 DECLARATIONS OF INTEREST AND DISPENSATIONS** – disclosure by councillors of personal interests in matters on the agenda, and whether the Councillor regards their interest as prejudicial under the terms of the Code of Conduct.
- 3.0 QUESTIONS FROM THE FLOOR** - *Up to 15 minutes will be available to allow the public to make representations, (2 minutes per person) ask questions or give evidence, in accordance with Standing Orders. NB. Under Data protection regs we ask members of the public to only state their name if they agree to their name being recorded in the minutes.*
- 4.0 MINUTES OF PREVIOUS MEETINGS** – Members to agree as a true and fair record, the draft minutes from the Neighbourhood Plan Steering Committee Meeting held on the 5th March 2025, and the Working Party notes from the 13th March meeting with Vistry Developers Group. (**Supporting Papers**)
- 5.0 MATTERS ARISING FROM WORKING PARTY AND ACTIONS** – These items to be taken as read
 - 5.1** NP/24/6.2 Squires Planning to begin work on updating SPC Plan with NPPF amendments & conditions statement
- **See item 6.3**
 - 5.2** NP/24/6.2 Clerk to distribute minutes and ensure Squires are aware of tasks requested of them – **Actioned**
 - 5.3** NP/24/6.1 Clerk to send via Squires, notes following meeting on the 5th March to design code consultants for inclusion – **Actioned**
 - 5.4** NP/24/6.2 Reg 14 consultation working party set up and methodology established – **See item 6.2**
 - 5.5** NP/24/6.2 Clerk & Cllr S Alexander to facilitate SPC N. Plan *Live* document review – **See item 6.5**
 - 5.6** NP/24/6.2 Members workshop to be set up to consider and amend SPC N. Plans evidence base – **See item 6.4**
 - 5.7** NP/24/6.2 Clerks office to update the SPC Web Site, and members to further consider N. plan website – **See item 6.7**
 - 5.8** NP/24/6.3 Members to state clearly their objectives during 13th March meeting with Vistry Group - **Actioned**



Parish Clerk: John Fullbrook
Deputy Clerk: Leanne Poole

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6.0 NEIGHBOURHOOD PLAN ITEMS *(supporting papers)*

- 6.1 Chair and Clerk to update on work completed so far in respect of N. Plan review
- 6.2 Reg 14 Consultation – Members to further discuss the general process ensuring elements such as consultation ‘fatigue’ and other SPC requirements are dealt with, and to ensure the working party group are in a position to begin work – Committee to enable and facilitate this.
- 6.3 Update from Squires Planning Consultants concerning NPPF Plan amendments, and a conditions statements draft policy
- 6.4 Committee to arrange members workshop to update Plan’s evidence base – What needs to change from the original plan and what areas of the original plan need to be developed
- 6.5 Cllrs S Alexander and Bell to make members further aware of the online review processes involved with updating of the N.Plan ‘Live’ document
- 6.6 Clerk to update concerning N. Plan committee finance
- 6.7 Clerk to update concerning SPC Website updates and members to further consider whether there is a need for a separate N. Plan website

7.0 GLEBE FARM COMMUNITY ENGAGEMENT

- 7.1 As the Council’s coordinator for comments and communications, to consider the recent meetings with Vistry on the 13th and 15th March and to agree how to deal with information once received.

8.0 ANY OTHER BUSINESS

- 8.1 An opportunity for members to raise issues that can be dealt with at a future meeting

9.0 PROGRESS REPORT

- 9.1 ONH needing more of a steer on design code work done so far, with members needing to make more comments
- 9.2 Statutory & Non- statutory List of consultees to be augmented by Clerk and N.Plan Chair, with Squires assistance

10.0 INFORMATION / CORRESPONDENCE ITEMS

- 10.1 None at time of printing

11.0 DATE OF NEXT MEETING – April 2025 at 6.30 pm {Day to be confirmed}

John Fullbrook
Clerk to the Council