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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 THURSDAY 1st MAY 2025 AT 6 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 26th March 2025. (*Supporting Papers*)
- 5.0 MATTERS ARISING** – **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 6.4**
 - 5.2** NP/24/11.1 Clerk to ensure more publicity for next SPC N.Plan public meeting - **Actioned**
 - 5.3** NP/24/12.2 Clerk to make two amendments to 13th March working party notes - **Actioned**
 - 5.4** NP/24/14.4 Committee to meet to discuss 'Vision Statement' amendments on the 9th April – **Actioned/ see item 6.1**
 - 5.5** NP/24/14.5 Step by Step guide to 'Live Doc' review distributed by Clerk - **Actioned**
 - 5.6** NP/24/14.6 Clerk to discuss with Squires a way in which to maximise the use of existing grant funds - **Actioned**
 - 5.7** NP/24/14.6 Clerk to complete Year End Finance report for Groundworks UK – **Actioned / See item 6.2**
 - 5.8** NP/24/15.1 More meetings planned for residents with Vistry, regards Glebe Farm development – **See item 7.1**
 - 5.9** NP/24/15.1 Clerk to collate comments from Glebe Farm meetings and presents to Vistry for itemised responses - **See item 7.1**



Parish Clerk: John Fullbrook
Deputy Clerk: Leanne Poole

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6.0 NEIGHBOURHOOD PLAN ITEMS *(supporting papers)*

- 6.1** To discuss and agree the updated and amended SPC 'Vision Statement', as per supporting papers and as recommended by the all-member 9th April Working Party.
- 6.2** Clerk to update concerning N. Plan committee finance, and in consideration of the news that any ongoing funding from **Locality** has been withdrawn, to agree a recommendation for SPC Full Council in terms of the groups intentions.
- 6.3** Following the submission of the HDC Local Plan for examination, the Inspector has recommended that the Council withdraw the submitted Local Plan from examination and prepare a new Local Plan. Members to consider the implications of this news, and the FAQ's subsequently produced by HDC, in terms of what it means for the review of the SPC Neighbourhood Plan. To therefore assess any change of necessity in terms of targets in relation to altered timescales for the Steering Group, and to agree any actions
- 6.4** Update from Squires Planning Consultants concerning NPPF Plan amendments, and a Conditions Statements draft policy
- 6.5** Cllr Bell and the Clerk to go through the online review processes involved with updating of the N.Plan 'Live' document and for members to agree to any amendments

7.0 GLEBE FARM COMMUNITY ENGAGEMENT

- 7.1** To receive an update from the Clerk concerning any information received from Vistry in consideration of the programme of Community Engagement meetings and agree any actions.

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 ONGOING MATTERS ARISING – These items to be taken forward to next meetings – Therefore not requiring discussion

- 9.1** NP/24/17.1 ONH to complete draft design code document for members to review and agree at future meeting
- 9.2** NP/24/6.2.7 Statutory & Non- statutory list of consultees to be augmented by Clerk and N.Plan Chair, with Squires assistance
- 9.3** NP/24/14.1 N. plan review of document – members to be mindful of ongoing open space project developments
- 9.4** NP/24/14.1 Clerk and Chair to continue with sections 2 & 3 within the plan, and members to review draft text
- 9.5** NP/24/14.2 SPC Community Engagement Committee to discuss consultation process
- 9.6** NP/24/14.2 N. Plan committee to take on board the work completed by Greening Steyning in consideration of Walking & Cycling plan
- 9.7** NP/24/15.1 Vistry incorporates the engagement findings into their reserved matters submission

10.0 INFORMATION / CORRESPONDENCE ITEMS

- 10.1** None at time of printing

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

John Fullbrook
Clerk to the Council



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Deputy Clerk: Leanne Poole

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