



The Steypning Centre, Fletchers Croft,
Steypning

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Neighbourhood Plan Steering Committee - Working Party

Held on Wednesday 11th June 2025 at 7:00pm

at the Steypning Centre

Present: Cllrs Bell (Chair), Hanson, Linfield, Ballance, S. Alexander and resident members Barnes, Cotton, Van der Poll and Knowles.

Clerk: John Fullbrook

Members of the public: 0 {Not a public meeting}

Meeting Commenced: 7:00pm

Notes/ Minutes taken by the Clerk

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Trundle, Sharp and M. Alexander.

2. CHAIRMANS STATEMENT

The Chair clarified how the meeting might progress, but noted that the agenda's order and content was largely open for discussion in terms of the approach to be taken, as it had not been agreed previously, nor had the content of the document to be reviewed been available to members for more than 48hrs, and so there was only so much that could be expected in terms of insightful comments. The main focus was clearly to discuss the content of the Draft Design Code document from ONH Consultants – fully 156 pages worth. Cllr Bell had compiled a task sheet which itemised the comments/ pictures/ tasks that the consultants stated they required, in order to move the document's content forward, and this was distributed to all members. Plus, the Document itself was available for members to view on the big screen to allow for a systematic review.

The Chair then welcomed an open discussion, encouraging members thoughts on the document as a whole, and their views on how progress should be undertaken.

3. INITIAL REVIEW OF THE ONH COMPILED DESIGN CODE DOCUMENT – FIRST DRAFT

Members one by one put forward their overall impressions. There was little doubt that there had been a fair amount of work undertaken in the compilation of this first draft and that it reflected the positive points highlighted by members from the Glebe Farm design code review information, plus the comments made during the onsite show-round with the ONH rep, Leani, and the pictures that were taken at the time.

Many members thought however that it was a somewhat formulaic approach so far, and that there was a need to explore different directions and ideas, otherwise it would be simply a record of the essence of what makes Steypning the way it is now. Was this therefore to be the point of the

document – to ensure any new building becomes a facsimile of what has gone before, albeit that it would promote the best aspects of what Steyning means to people?

Members explored the idea of the document needing to be more aspirational. Of it allowing or even promoting high quality new design concepts, and to perhaps concern itself with a plan for the needs, requirements and infrastructure associated with 40 years' time, rather than what is most relevant now or in the next few years. At present it permits change from the conceptual norm only with good reason, - using the *Must*, *Should* and *Could* classifications. Perhaps it should promote high quality new designs or at least not prevent a 21st Century narrative, and enhance what's outside the conservation area, by encouraging ideas and designs from what's within it.

Good design examples were discussed such as Hopkins Homes, Barons Court and closer to home, the Steyning Library. – It was felt important to avoid preventing 'Steyning Library' type conceptual buildings from happening, as this was a very new design, yet it added to the look of one of Steyning's oldest and historically significant streetscapes. Indeed, it was broadly agreed that new and greener design concepts should not be stifled. This led to members asking - Is the N. Plan '*Vision Statement*' truly being followed within the document?

Affordable housing needs to be included in the mix within the document – with perhaps different parameters needing to be discussed – while noting that price per square meterage and total floor area likely determining what is understood to be '*affordable*'.

Members were reminded that as elected representatives of the Steyning residents they should never be afraid to put forward and explore the wider range of concepts.

Main concepts agreed for the Design Code Document – It needed to be, -

- Expanded to include what Steyning aspires to look like in 40 years' time.
- Providing opportunities for architectural innovation, diversification and high quality
- More assertive when it comes to affordable housing and infrastructure provision

4. ACTIONS

1. The Clerk was asked to contact Squires in order for them to provide the OS Base map for the D.C. Doc.
2. Use Green Space Proforma for addition of Bramber Brooks – Clerk to check with Squires.
3. Can we put future Wi-Fi / Broadband installation concepts into the design code – what would this look like – The Clerk to ask the consultants.
4. Members to research good examples of innovative design (some noted above) and forward thinking infrastructure development ideas and bring back to next meeting.
5. The Clerk's office to set up a set of folders within SharePoint for members to load their own pictures
6. Clerk and Chair to ensure message about the main concepts noted above are communicated to wider Parish Council and to both N. Plan consultants
7. All Steering Committee members to take photos and make constructive comments and populate newly set up SharePoint folders
8. Paul Cotton, Jenny Knowles, Russell Barnes and Simon Alexander to form a working party to take pictures as a group on set days, as per action point 7 – to start the ball rolling!

5. INFORMATION / CORRESPONDENCE ITEMS

None

6. DATE OF NEXT MEETING – 2nd July @7pm

Meeting ended at 08:25pm

Signed by the Chair: