

Minutes of the Neighbourhood Plan Steering Group

29th May 2018

Present: K Jordan (KJ), K. Matthews (KM), M Evans (ME), S Avery (SA), J Cranfield (JC), D Cranfield (DC)

1. Apologies for absence

None

2. Agreement of the Minutes from the Meeting on 2nd May 2018

The minutes were agreed.

3. Matters Arising

KJ confirmed the Neighbourhood Plan funding had been received

JC confirmed he had received an email from Donna Moles (on the Agenda).

4. Discussion on Comments and Suggested Amendments to the Draft Policies

JC presented the Feedback Summary May 2018 - a paper on feedback from parishioners regarding the Chailey NP draft Objectives and Policies. JC noted comments have not been received on all objectives and policies; where people voted, a tally has been recorded. The main purpose of this meeting was to go through the comments and make amendments in light of the same.

KJ emphasised that it is important that we take account of Thea Petts' comments, as otherwise the NP will fail at the Lewes District Council stage.

Housing Objectives:

After discussion on feedback received, revisions were AGREED (in **bold**):

1. To ensure that all new housing development, through location, quality and design, **makes a positive contribution to** the existing character of the village and its environment.
2. To **safeguard the countryside in and around Chailey from encroachment, by concentrating residential development only** within the revised development boundaries shown in the Plan and other allocated sites identified by Lewes District Council in the Local Plan.
3. To ensure that new residential development in the Parish is sustainably constructed, preferably by small house builders using **traditional** local materials, and in a style and appearance in keeping with existing properties within the immediate vicinity.

In the discussion, reference was made to: the desire to ensure builders do not use materials which do not weather; the Design Statement written by Dennis Matthews; the reference to "local" being acceptable, as it does not necessarily mean "within Chailey".

Environment Objectives:

It was suggested that Objective 1 should read: "To enhance and protect the natural beauty, **dark skies** and biodiversity of the Parish, including in the vicinity of Chailey Common." However, Thea Petts has stated that it is unlikely that the protection of dark skies is within the remit of the Neighbourhood Plan; KJ suggested this could be inserted into the Vision Statement; KM emphasised that the main purpose of the NP

is as a structure for future planning applications; KJ stated he would oppose street lighting and SA gave the example of a sand school with floodlighting. After some discussion, it was AGREED **not to include a specific reference to dark skies**.

Housing Policies

Policy HO1

KJ confirmed Thea Petts is undertaking more work on HO1. After detailed discussion, a revised draft was AGREED:

Where planning Permission is required, all new housing developments should take place within the existing Planning Boundary **or an allocated site**. **In particular**, brownfield sites should not be considered for new housing development if they are outside the planning boundary.

ME referred to supporting text regarding development outside the planning boundary: Policy CT1 Development in the Countryside

KJ stated that it comes back to the Character Appraisal of Chailey.

Policy HO2

A revised draft was AGREED:

All new housing shall be of designs that respect the established sense of place and local character of the existing buildings **and their surroundings, reflecting the open, semi-rural character, as outlined in the Character Appraisal (section XX)**.

Policy HO3

It was AGREED that the phrase "**high quality design**" should be incorporated into the Policy, to reflect DM's comments. Thea Petts has also suggested starting with: "Where possible".

Policy HO4

After discussion, it was AGREED not to amend the policy, apart from correcting "stories" to "**storeys**".

Policy HO5

Taking note of comments from Thea Petts, DM and KM, it was AGREED:

New housing development should comprise one to three bedroom houses or bungalows. The Housing Needs Survey highlighted the need for 1-3 bedroom starter homes and retirement properties.

Policy HO6

We need evidence for how we have determined the size of developments – what is required?

Policy HO7

It was AGREED that "social" would be **deleted** from the draft Policy.

Policy HO8

More work is needed on this Policy and it was AGREED that this should be split into two Policies, so that HO8 covers development of gardens and HO9 refers to new developments along the A272 and A275.

Policy HO9

The current Policy HO9, regarding additional Conservation Areas, is not a policy and it was AGREED this should be removed.

Environmental Policies

ME asked if we were required to have these separate sections and JC confirmed that while this was not required, for reference purposes it made sense, and other NPs followed a similar format. ME suggested we could remove some of the overlaps.

In view of the time, it was AGREED that we would end the discussion at this point and email JC with ideas on how we can combine or relate Environment and Community Policies and agree a further draft by email, to present to Thea Petts. Please see Draft Objectives & Policies version dated 29th May 2018.

5. News from Donna Moles

JC has emailed DM in response to her email, which stated she had made amendments to the draft policies. He has asked her to clarify what amendments she has made – has she created new policies? We need to meet with DM and this could be via Skype.

SA has amended the Character Appraisal, adding a definition of characteristics and Listed Buildings and the 2 Conservation Areas. Should we consider if there are any buildings not listed that should be? It was recognised that listing is not always welcomed by owners and it was agreed that we would not take this forward.

6. Any Other Business

None.

7. Date of the next meeting: Wednesday 27th June 2018.

SA kindly offered his house as a venue, if it is not technically possible to use Skype at the Reading Room.