

Minutes of the Neighbourhood Plan Steering Group

Wilding Farm Cottage

10th July 2018

Present; Ken Jordan, Jack Cranfield, Don Cranfield, Mark Evans, Katherine Matthews, Stephen Avery, Donna Moles (on skype)

1. Apologies for Absence

None

2. Skype Meeting with Donna Moles to discuss Neighbourhood Plan Policy Revisions and 4. Questions for Donna

KJ- is surprised the Housing Needs Survey is not referred to in Donna's draft policies

DM- wanted to get the policies out there so not all policy documents are filled in yet.

KM- will it be the new Lewes policies referred to or old ones?

DM- she needs to speak to Thea about this.

ME- what does survey refer to?

Others- the Shaping Chailey Questionnaire

ME- Do we need the Green Spaces document or a Design Document? Or have we completed everything we need?

DM- Is up to us. Wants a list of actual greenspaces we want to designate. Local greenspace designation – would need to consult landowners beforehand.

ME- does ENV 5 need to refer to ESCC doc?

DM- only way you can designate these is as LGD's. If you don't want to designate we can get rid of ENV5. Chailey Common wouldn't fit the criteria because of its size.

KJ- Can we have designated spaces outside our boundary?

DM- No.

KJ- What if the landowner isn't willing for land to be a designated local green space?

DM- the landowner must be willing.

DM- could take ENV5 off and mention Chailey Common in another policy.

ME- will send DM a relevant appeal decision.

DM- Covers views in ENV7. If that needs tweaking we can look at that. Is there a particular view you want to protect?

ME- we have a design document, is this helpful as a support document?

DM- It supports policy HO3. Can you send the document to me, can then refer to it.

KM- HO1, does the last sentence refer to allocated sites by Lewes D.C?

DM- yes...the development boundary will be as per Lewes plan.

SA- is there a new development boundary?

DM- there may be, need a map from Lewes.

KM- HO3- I thought we had decided to get rid of the word handmade?

DC- it does say preferably. Thinks it should stay.

KJ- H05 needs a reference to 3 bed houses- from housing needs survey. Also needs to refer to sheltered and smaller units for elderly

KM- Should it not also refer to sites outside the development boundary because the allocated sites are outside?

DM- you need to speak to Lewes as to if you are happy with the development boundary. Would not normally be outside the dev boundary.

ME- the draft of part 2 identifies sites.

DM- she will need to speak to Thea re if they are changing boundaries and allocations.

SA- we need to be consistent in wording – village or villages, prefers settlements.

KJ- one village, 4 or 5 settlements.

KJ- Conservation Area allocation is not mentioned?

DM- the district council would have to do this

DC- Thea had said take this out.

DM- we need to send her a list of Community Aspirations, Conservation Areas can be one of them.

DM- HO11, move to Environment section?

JC- yes I think so.

KM- HO6- small groups have disappeared.

KJ- is covered elsewhere? Needs to be checked.

DM- ENV5 to be removed?

DC- yes, is covered under 6 and 7.

ME- In the last 3 policy groups are some repetitive?

DM- she will read through again and see if we can combine some. There are some e.g. traffic calming which she thinks will be removed by examiner.

ME- Would it be useful next time for Donna to visit and see different areas in the parish?

KJ- should we name specific areas of common?

KM- COM 1-Why 50m? Do we need to specify why 50m exactly?

DM- Yes, she will look up other references to buffer zones and distances given.

ME – Policy ECO 3 Point 4 'it cannot be demonstrated that the building...' needs a slightly different wording to make sense.

KJ- Point 3, why just the centre of the village? Needs to cover the whole of area.

ME- Could we refer to Chailey throughout the doc rather than just as village?

KM- Tourism has been lost from policies.

JC- perhaps ECO6- encouraging economy and tourism could be amended?

SA- the doc refers to both superfast and ultrafast broadband

DM- shall we go with ultrafast?

DM- Have a look at projected doc output. She wants to start writing it. She has put a list of things we need to send her. Also needs list of community aspirations. Also send her the info for ENV 7.

Donna leaves skype call.

5. Agreement of the Minutes from the Last Meeting

Minutes Agreed

6. Matters Arising and 3. Next steps with the Neighbourhood Plan

KM- There is a meeting tomorrow about the Horns Lodge

DC- It is already an ACV. Need to ask them what else is on the list. DC to investigate what is on the list and what the designation means.

ME- Policy COM 3 refers to children's centre but he is not sure of its status. The school would like to use it but it is in limbo.

JC- consultation and history timeline- he has draft to update. He also will finish the archaeology report.

KJ- the first payment needs to be agreed at next Parish Council Meeting.

JC- a high res version of the map- what we had right at the beginning.

KM- There must be an electronic version, DC to check.

SA- Need separate maps of the separate parts in the Character Assessment.

KM- Need to ask Lewes again and chase Thea. ME to chase up.

JC- Communications Engagement Strategy. JC to write in future tense. Will go hand in hand with history timeline.

Survey and Survey Analysis- KJ- is in dropbox. Need to reiterate this.

SA- We haven't got an index of the minutes. KM to have a look at this.

KJ- We didn't ask for a predicted timeline.

SA- She needs to send us an actual invoice for work done so we can pay. Needs to be addressed to Parish Council.

7. Any Other Business

No

8. Dates of the Next Meetings

JC- wants next meeting to be with Thea. Will find out when free. Leave it open for now.

Thanks was given to Stephen for the use of his house tonight.