

Neighbourhood Plan Steering Group 25th February 2019

Chidham and Hambrook Village Hall 7pm

Present Sandra Davey-Snuggs, Stephen Johnson, Jane Towers, Andrew Sargent, Keith Dimon, Philip MacDougall, Andy Collins, Jacky Sheppard, Martin McBride.

Apologies Marie Gilby, Andrew Kerry-Bedell

Minute Clerk Lisa Wilcock

Meeting opened at 1902hrs

025/19	Declaration of Interest. No declarations were made.	
026/19	Apologies for absence Apologies for absence from Andrew Kerry-Bedell and Marie Gilby.	
027/19	Minutes from Last Meeting for Approval The Minutes from the last meeting were approved. Membership list was updated with the removal of 2 members who had not attended the meetings for some time.	
028/19	Site Allocation Andy Collins read out an email from Tim Guymmer which addressed some questions that were raised in previous meetings. A copy of the email is attached to the minute book. Noted that the question of whether the land allocation section of the Neighbourhood Plan should be passed back to CDC was raised. The group were unsure as it was not clear if the work they had done already on the land allocation would be recognised by CDC. The group required assurances that they would have their say considering the work completed so far. Noted that the letter compiled by Andrew Kerry-Bedell had not yet been sent to CDC by the Parish Council which could impact the whole process of land allocation anyway. Noted that the group would need the consultants help to ensure that their argument over land allocation was robust before they considered passing it to CDC. Noted that funding for this would be from the Parish Council as the new Locality grants are not available to the group until April 2019. Noted that the group agreed that if CDC were using money to assess these sites then why can't the group obtain a grant to the same amount from CDC budget to assess the sites themselves? Noted that the group were looking towards 250 house allocation but could go up to 338 houses but were not accepting the 500 house allocation that the draft Local Plan is currently indicating. Action Andy Collins to approach CDC to ask if they will release the same money to the group for site allocation. And for assurance to the process if the site allocation was to be passed back to CDC.	Action AC.
029/19	The group agreed that the site allocations needed to have a consultant to look at them to ensure there is a robust argument for them to remain the chosen sites. It was agreed that Andy Collins should approach Richard Eastham to work on the site assessment for the 7 sites. This will provide the group with a robust argument for the sites they have selected. Action Andy Collins.	Action AC.
030/19	Noted that a member of the group felt that the District Councillors were not doing enough to fight CDC on the Local Plan and its validity. The member said that people believe the evidence in the Local Plan is not adequate and the District Councillors should go to CDC to voice their concerns. Noted that other Parish Councils feel the same way. The Parish Council were previously told the CIL monies can be used for the Neighbourhood Plan but residents would not like monies being wasted in this way as it was meant for infrastructure not a Neighbourhood Plan. Noted that this spend is all based upon a Local Plan that the District Council still had not approved and published. Action Andy Collins to challenge the validity of the LP document, supporting evidence, where they are with the updates, fairness, money allocated and to let CDC know that using CIL money was considered unacceptable for Neighbourhood Planning purposes.	Action AC.

031/19	<p>NP Finances</p> <p>Andy Collins raised the issue of grant funding before Christmas. The grant was not completed in time for this financial year as the quotation from the consultant was not received. Noted that the next opportunity to apply for a Locality grant is April, noted that the Parish Council had set aside £3000 to help the Neighbourhood Plan.</p> <p>It was agreed that a quotation from Richard Eastham should be raised in time for the next Parish Council meeting so that the monies can be approved and the process can begin immediately. Action Andy Collins to get before 7th March for Parish Council meeting, Clerk to add this to the agenda please.</p>	Action BJ and AC.
032/19	<p>Final section of email from Tim Guymer was read out. Noted that the group wanted a copy of the email. Action Andy Collins to copy email to whole group.</p>	Action AC.
033/19	<p>Public Meeting 28th February 2019 – Powerpoint</p> <p>Noted that Philip MacDougall Chairman of Chidham and Hambrook Parish Council and member of the NP group would open the meeting. Philip will Chair the meeting. Noted that Andy Collins would explain the NP process and housing allocation. Questions would be 3 mins per person. Feedback forms and feedback email to be issued during the meeting. Action Andy Collins to send Philip MacDougall maps in .pdf or .jpeg or hard copy and to indicate which order he wanted them in. Andy Collins to give Philip the bullet points no later than Thursday lunchtime for the presentation. Noted that Stephen Johnson will provide the laptop and projector and screen for the event. Noted that response forms have already been printed and the email address that can be used during the evening for feedback is postmaster@chidhamandhambrook.info.</p> <p>Noted that the purpose of the feedback needed to be made clear to the residents in attendance. Time restrictions on speaking would also need to be made clear. Action Philip MacDougall to ensure that these points are met within the powerpoint presentation.</p>	<p>Action AC.</p> <p>Action SJ.</p> <p>Action PMacD</p>
034/19	<p>Meeting on 14th March 4pm.</p> <p>Noted that this meeting was set up by Andrew Frost and colleagues to all parishes to discuss the Neighbourhood Plans for the whole area. This is not a private meeting for the group. Noted an email was sent from the Clerk to the Parish Councillors asking who would be in attendance. The group discussed this at length. Action Clerk to add the nominated members from the group to the attendee list as - Andrew Kerry-Bedell, Martin McBride, Stephen Johnson along with Cllr Jane Towers, Cllr Marie Gilby.</p>	Action BJ
035/19	<p>Letter re: housing calculation from group via Parish Council to CDC</p> <p>Noted that a copy of the draft letter was sent to the group in advance of the meeting. Noted that this letter is coming from the Parish Council rather than the NP Steering Group. Noted that the last line of the letter referring to the meeting on 14th March should be removed. Noted that the group felt that the letter should be distributed widely. Noted that the letter was to be hand delivered by Philip MacDougall the following day 26th February 2019. It was agreed that a copy of the letter to be sent to District Councillors Jonathan Brown, Adrian Moss, Bob Hayes, Penny Plant and the neighbouring parish councils. Action Clerk and Chairman of Chidham and Hambrook Parish Council. Clerk to add this letter to the next Parish Council agenda please.</p>	Action BJ and P MacD.
036/19	<p>Policy Writing</p> <p>Noted that the policies were re written in draft form and sent to the group in advance of the meeting, a copy is attached to the minute book. Stephen put together the policies with Jane. Noted that several adjustments were noted by Stephen Johnson. Stephen to action these changes to the draft document.</p> <p>Noted that EM1 was reviewed. It was agreed that Cllr Cliff Archer may be able to advise the group on this section. Action Andy Collins to speak to Cliff.</p> <p>Noted that Chichester Harbour DM19 was discussed as well as special aspect dark skies and light pollution. Designated wildlife corridors were discussed. It was agreed that Stephen Johnson would review the Chichester Harbour document to ensure these areas are fully covered.</p> <p>Noted that the group discussed how developers clear land of all biodiversity before</p>	<p>Action SJ.</p> <p>Action AC.</p> <p>Action SJ.</p>

	<p>they apply for planning permission, the group disagreed with this practice. Action Stephen to add this to the policy.</p> <p>Noted that CDP3 – the group wanted to avoid a charity shop being able to use the space and that the locals need a convenience store plus one other commercial space. The additions of noise and unneighbourly businesses using the units should be added. Action Stephen Johnson.</p> <p>Noted Pedestrians and cyclists – CHEMROUTE will be added at this section. Noted that adequate footways section – this is not a good enough term. Action Jane to come put with better wording.</p> <p>DS5 and DS6 should be put as one but remove ‘rat runs’. Action Stephen Johnson.</p> <p>Railway parking. The current signs say residents only but there is an aspiration to provide more public parking for the train station. A location for this needs to be added to the document. Action Stephen Johnson.</p> <p>Noted R1 is same but added Broad Road and Pynham/Hawthorne Meadows. Noted that there is a policy on Recreational Sport but need something on there about outdoor recreation as in sport but this is covered under the CDP1 paragraph 90. Action Stephen Johnson. Divide it into 2 like sport and non-sport like walking and bird watching.</p> <p>Noted that further aspirations will be brought up on Thursday and should be considered by the group to be added to the list.</p>	<p>Action SJ.</p> <p>Action SJ.</p> <p>Action JT. Action SJ.</p> <p>Action SJ.</p> <p>Action SJ</p>
037/19	<p>The draft policies document would be distributed to the group for further discussion. In addition to this it was agreed that the amended policies would be sent to Richard Eastham for his comment.</p>	<p>Action AC.</p>
	<p>NEXT MEETING 4th March 2019 – Village Hall. Jane Towers sent her apologies in advance.</p>	

Meeting closed at 2108 hrs