

Extraordinary Neighbourhood Plan Steering Group 6th January 2020 Chidham and Hambrook Village Hall 7pm

Present: Stephen Johnson, Keith Dimon, Jane Towers, Andrew Sargent, Andy Collins, Marie Gilby, Richard Weavis, Andrew Kerry-Beddell, Philip MacDougall, Martin Mc Bride.

Apologies: Sandra Davey-Snuggs, Roger Gowlett, Phil Rose, Karl Seddon, Jacky Sheppard.

Honorary Secretary: Lisa Wilcock and Bambi Jones Clerk and RFO of Chidham and Hambrook Parish Council in attendance.

Meeting opened at 1900hrs

001/20	Apologies Sandra Davey-Snuggs, Roger Gowlett, Phil Rose, Karl Seddon, Jacky Sheppard.	
002/20	Declarations of interest - none	
003/20	Resignation of Chair Noted that the group received a statement from SJ in advance of the meeting. SJ suggested to the group that for communication purposes a Parish Councillor could either be Chair or Vice Chair. Noted that Neighbourhood Planning process is expected to move quickly from now on. PMcD noted that a report had been given at every Parish Council meeting by SJ which they were grateful for. Noted that CDC still had not produced any time table with regard to the adoption of the Local Plan or confirmation of the housing allocation for the group. The group thanked SJ and asked him to stand as Chair again but SJ confirmed he would only like to remain part of the group. The resignation was duly accepted.	
004/20	Election of Chair It was agreed that the roll of Chair to was to chair meetings and not be the executive of the group and the work load should be distributed evenly amongst the committee members. A vote was taken and the new Chairman of the NP Group was elected as Philip MacDougall, who is also the Chair of Chidham and Hambrook Parish Council. It was agreed that a Vice Chair of the NP Group would be floating and agreed upon at the start of the meeting if the Chair was absent.	
005/20	Process of meeting the Developers The group discussed the process of meeting developers and the timetable of the NP and whether it was a requirement at this stage. Although a provisional meeting with Troy Planning had been set for 21 st January to meet with developers the group agreed that a questionnaire to all developers/landowners should be proficient and that the meeting on 21 st should be postponed. It was agreed that the group would work towards this. It was agreed that a questionnaire which was distributed by a neighbouring NP group should be circulated to the entire group but AKB and MMcB would edit the document to reflect the group's direction with their own NP. Noted that the NPPF should be referred to and that the headings within the NPPF are a good source of questions for the questionnaire. Action PMcD to distribute the Southbourne questionnaire to the whole group for their information. Action MMcB and AKB to provide the group with the new version of the questionnaire for agreement at the next meeting. Action LW to add this as an agenda item for the next meeting.	AKB, MMcB, PMcD, LW
005/20	Next meeting agenda with Troy Planning It was agreed that the main item on the agenda is Site Selection. This was the original purpose of the meeting with Troy Planning following the release of the final AECOM report and their subsequent report which has already been distributed to the group. Noted that the group have not formally met since November 2019. Action LW to contact Troy Planning to ask if they can arrive for the meeting at 6pm rather than 7pm on 14 th January 2020. <i>Since the meeting Troy have agreed to start at 6pm.</i>	LW
006/20	Discuss and form a consensus on our approach to Site Selection. Carry to next meeting.	

007/20	<p>Communication with the Parish Council</p> <p>It was agreed that following SJ resignation as Chair the PC would receive updates regarding the NP group at the PC meetings from either PMcD or JT. Action JT and PMcD to provide reports to the PC with regard to this groups activities to ensure the PC is kept up to date.</p>	PMcD JT
008/20	<p>Items for future Agendas</p> <p>It was agreed that the following are priorities for the group's agenda.</p> <ol style="list-style-type: none"> 1. Site selection 2. Complete a NP with the policies only and no housing allocation or site selection at this stage. 3. Policies document –the water section needs the most attention. It was agreed that this is better worked on by a small sub group and that MMcB would Chair that group with AKB and SJ. Noted that AKB had information back from the Environment Agency which should be considered as when editing the Policies document. 4. AECOM report needs to be minuted as received and checked. 5. RW referred the group to the NPPF and highlighted areas that the group need to address, the group discussed sections of the NPPF and how this affects the process going forward. It was agreed that a timeline with 'rules and regs' should be produced for the group. Noted that the Regulation 14 prelim document has to be out before the LP is finalised. The Clerk and RFO of the Parish Council, Bambi Jones offered to put together a timeline for the group. Action BJ. 6. Big maps were expected from CDC, has this been received yet? Action PMcD to check with SJ. 7. Noted that the funding for the Technical Support for SEA may need more information before it is processed. Action SJ to provide update on this application to BJ. 8. LW was asked to provide administration for the group. Noted that LW is paid for by the PC and that funds were low. It was agreed that both LW and BJ would work together to achieve this. <p>Action LW to add the above points as agenda items for the next meeting where appropriate.</p>	McMB SJ AKB BJ PMcD SJ LW/BJ LW
009/20	<p>Next meeting is 14th January 2020 6pm (site selection with Jon Herbert, Troy Planning). 20th January 2020 7pm (if needed).</p>	

Meeting closed at 2050hrs