

Neighbourhood Plan Steering Group 27th January 2020 Chidham and Hambrook Village Hall 7pm

Present: Keith Dimon, Jane Towers, Andy Collins, Richard Weavis, Philip MacDougall, Martin McBride, Jacky Sheppard. Stephen Johnson, Andrew Sargent, Marie Gilby, Karl Seddon.

Apologies: Roger Gowlett, Andrew Kerry-Beddell.

Honorary Secretary: Lisa Wilcock

Meeting commenced at 1930hrs

033/20	Apologies Apologies received from Roger Gowlett, Andrew Kerry-Beddell in advance of the meeting.	
034/20	Declarations of interest None.	
035/20	Minutes 20th January 2020 Approved.	
036/20	Matters Arising a) Noted that a formal request has been raised to ask the Clerk of the Parish Council to apply for additional funding on behalf of the group and if there is no funding available to request for a grant from the Parish Council itself. Action Bambi Jones, Clerk of the Parish Council. b) Noted a request was received from Southern Planning Practice Ltd to provide a copy of the Housing Needs Survey. This has now been placed on the website. c) Noted that the Project Plan and Timescale document from Jon Herbert will be provided to the group following the 2 AECOM meetings this week. Action McMB to update the group when the timescale document is available. d) Noted that MMcB has contacted all policy champions since the last meeting and all have agreed to help the group's policy process. e) Noted that the NP is considered a new document rather than an updated NP. This was confirmed by Troy Planning's email which was distributed to the group in advance of the meeting. McMB referred the group to the 'third option' on the email. f) Noted that Troy refer the group to CDC stance that all HELAA sites within AONB should be ruled out. Noted that boundaries and sites in the HELAA need to be verified and this needs to be obtained in writing from CDC. Action Bambi Jones to write to CDC on behalf of the group. LW to provide BJ with the information. g) Noted that the NP section on the website is separate now. All meeting minutes are attached to the new section within the website and backdated Parish Council reports are attached.	BJ McMB BJ
037/20	CHEMROUTE There is a CHEMROUTE related meeting at County Hall 4/2/20 which PMcD will attend. The meeting is with Chichester and District Cycle Forum which will focus on CHEMROUTE. Feedback will be given at the next NP meeting. Action PMcD.	PMcD
038/20	Development Brief Noted that a draft development brief document was distributed in advance of the meeting with notes from Troy Planning included. The group considered the	

	<p>approach it was taking when using this document. SJ went through the response from Jon Herbert and it was agreed that the document was very difficult for the smaller developers to contribute to. Noted that the suggestion from Troy Planning was to give a handful of more simple questions. The group discussed the questions - how will site be accessed, what is the proposed quantum mix development, will development accommodate a social facility and phasing of development - the group went on to discuss whether to adjust the current draft document. A vote was taken and it was agreed that a new document should be written to include the vision and short questions as per Troy Planning's advice. Noted that time is of the essence so the group agreed to work in a small sub group on the document and to email it around the group in-between meetings. It was agreed that the first questionnaire will include a Parish Guidance Brief /vision, leave out objectives, include the questions Troy Planning suggested and add more as agreed within the sub group but take out the detailed plan. Action KD, KS and SJ to rework the questionnaire and send it out the group in advance of the next meeting for approval.</p>	KD, SJ. KS.
039/20	<p>Stages of the NP</p> <p>a) Noted that the document Bambi Jones passed to the group may have overlaps or may be out of date in places but it is the document originally released by CDC. RW went through the document point by point and noted where the group were at this stage. Noted that Troy is putting together a project plan as described in the earlier minutes.</p> <p>b) It was raised that the resident's survey taken at the last NP process needs to be redone. This is because there were 845 dwellings at the last survey and there are now just over a 1000 dwellings in the Parish and the group want to reflect an accurate result of what the residents would like to see in the new NP. It was agreed that a new resident's survey should be produced and distributed as soon as possible. Action AC to send old survey to the group for rework. The group to come up with a new questionnaire, this is to be added to the next agenda action PMcD.</p> <p>c) It was raised that the 'stages of the NP' document should have another couple of columns included so that the group and update their status on each point or make relevant notes as to progress. Action LW to turn the 'Stages of the NP' into a spreadsheet.</p>	AC PMcD LW
040/20	<p>AOB</p> <p>a) Noted that AECOM Design Code assessment tomorrow starting at the Village Hall.</p> <p>b) Noted that SEA assessment is this Thursday at 11am meeting starting at the Village Hall.</p> <p>c) Noted that there was confusion over the start time of the NP meetings. This is to remain at 7pm.</p> <p>d) Noted that the next All Parishes meeting is on 10th February so the group agreed that Martin McBride would Chair the next meeting.</p>	
	Next meeting will be 10th February 2020 at 7pm chaired by Martin McBride.	

Meeting ended at 2050hrs