

**Chidham Hambrook Nutbourne East  
Neighbourhood Plan Steering Group  
12<sup>th</sup> August 2020 via Zoom Videoconferencing**

## MINUTES

**Present:** Philip MacDougall (Chair), Stephen Johnson, Keith Dimon, Andy Collins, Jane Towers, Sue Bramwell-Smith, Peter Bolton, Richard Weavis, Rachel Perri, Jane Towers.

**Apologies:** Andrew Kerry-Beddell, Andrew Sargent, Roger Gowlett.

**Honorary Secretary:** Lisa Wilcock.

*Meeting commenced at 1930hrs*

072/20	<b>Apologies</b> Apologies received from Andrew and Andrew.	
073/20	<b>Declarations of Interest</b> None	
074/20	<b>Approval of minutes</b> Approved minutes of meeting on 7 <sup>th</sup> July 2020.	
075/20	<b>Matter Arising</b> None	
076/20	<b>Item Raised by Chairman</b> Noted that a planning application for 37 houses at Flat Farm is to be presented to the Parish Council should members of this group wish to attend.	
077/20	<b>Residents Questionnaire</b> KD updated the group. The questionnaires are nearly all back. 990 were delivered and at least 529 are coming back. Roughly a 54% response. About 182 returned have got significant comments within them and KD has been putting that information into a Word document. It was suggested that this information should not only be distributed to the group but also to the Parish Council, District Councillors so that they are made aware of residents feelings. Concerns over losing agricultural land and also the junction at Broad Road were raised. Once the raw data is processed KD and AKB will put together the analysis. <b>Action AKB and KD.</b> Noted that second homes in the area are currently 18 out of 1001 dwellings, KD to check that number with the Clerk of the Parish Council.	AKB/KD
078/20	<b>Planning Application Sunley Estates Ltd</b> Noted that a planning application from Sunley Estates had been received. The application was discussed and the group were invited to make comments to the Parish Council Clerk before the Planning Committee meeting.	
079/20	<b>Meeting the Developers – agreement of principal and process to be adopted</b> A document was sent to the group in advance of the meeting setting out the process of meeting with developers and landowners. SJ went	

	<p>through the proposal which was to contact the main developers and land owners as appropriate. Noted some will be via Zoom meeting and others via letter. The Zoom meetings will be attended by Jon Herbert and the Clerk to the Parish Council or Lisa Wilcock to take notes. 3 or 4 members of the NPSG group should be in attendance. The meetings to the main 3 developers will be organised in the first week of September. Jane Towers to be Chair, SJ, KD, RP, AC, AKB were put forward as members who should be in attendance. Noted that members attendance of the meeting may be on a rotation basis depending on the numbers at meetings and availability, meetings should take no longer than an hour each. RW noted that the HELAA is due out shortly and this may have an impact on the questions. It was <b>agreed</b> that questions and the letter to sites will be written and passed through Troy Planning for comment and for Troy to add any missing questions. The meeting will be Chaired by JT and Jon Herbert to be the equivalent of a Vice Chair.</p>	
080/20	<p><b>Draft Policies – to establish what further progress can be made</b> How can the group move forward? SJ sent out a document to the group in advance of the meeting. Noted that the Policy document was now at version 11a which has a lot of policies there and having too many policies is not a wise thing. Noted that if there are matters within the questionnaire responses that need addressing then the policies will be modified. Troy are to be consulted on the policy process.</p>	
080/20	<p><b>Consider work required to Progress NP during FY2020-1 and where grant funding (we can apply for a maximum of £10,000) should be applied</b> The group need to include the cost of the review of the NP before it goes forward, consultation, printing costs. LW to go through what is required for the next 12 months to see how much grant is required. <b>Action LW.</b></p>	LW
081/20	<p><b>Media statement</b> This is now on the Website and Facebook page. Should the group make the media aware that the group are working in tandem with the Interim Policy Statement from CDC? Noted that the Future of Planning (white paper) has been released and District Councillor Adrian Moss is coming back to the Parish Council with comments after it has been reviewed. It was discussed that the group will leave the statement as it is on the website and wait for any comments via the Parish Council.</p>	
082/20	<p><b>Review Action Plan</b> There are 2 plans, LW will update the plan and distribute to the group. <i>After the meeting it was agreed that the Troy action plan would be followed and updated.</i></p>	LMW

083/20	<p><b>Real meetings versus Zoom meetings</b></p> <p>NALC are recommending that all meetings continue as Zoom. Noted that if members of the group wanted to meet in smaller groups to work on projects such as policies or the questionnaire feedback they can do so with each others consent but the NPSG meetings will continue to be via Zoom.</p>	
084/20	<p><b>AOB</b></p> <p>Can a member of the NPSG comment on planning applications? Yes as they can come along and speak as a member of the public.</p> <p>Did the Design Code comments go back to AECOM and have they responded? Yes it has gone back.</p> <p>Is the Parish Council taking advice on the new Planning White Paper? District Councillor Adrian Moss is looking into on behalf of the Parish Council and will respond.</p>	
	<p><b>Next meeting 7<sup>th</sup> September at 7.30pm</b></p>	

*Meeting ended 2108*

DRAFT