

Southwater Parish Council



Neighbourhood Plan Steering Group Minutes

Tuesday, 12th June 2018, 7.30pm

Beeson House
Lintot Square
Southwater
Horsham
RH13 9LA

Committee Members

Cllr Graham Watkins (Chairman)

Cllr Geoff Cole (Vice Chairman)

Cllr D.Moore

Cllr M.Neale

Angie Choat (Southwater Youth Project and Methodist Church)

Rev Dr Godfrey Kesari (Holy Innocents Church)

John Mace (Stammerham Society)

Deborah Priebe (Resident)

Ramesh Shingadia (Londis)

Les Ampstead (Resident)

Pauline Flores-Moore (Responders)

Catherine Tobin, Parish Clerk

Mr Chris Carey (Planning Consultant)

Mr Andrew Metcalfe (Planning Consultant EnPlan)



Clerk: **Mrs.C.M.Tobin**
Cert.Ed.L.Pol.FILCM.,

SOUTHWATER PARISH COUNCIL

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MINUTES

The Minutes of the NEIGHBOURHOOD PLAN STEERING GROUP meeting held on Tuesday, 12th June 2018 in the Council Chamber, Beeson House, Southwater, West Sussex, RH13 9LA commencing at 7.30pm.

Present: Chairman: Cllr Graham Watkins
Cllr G.Cole Ms.A.Choat
Mrs.P.Flores-Moore Cllr N.Whitear

Apologies: Cllr M.Neale, John Mace

Consultants: Mr A Metcalfe (Enplan)

Clerk to the Meeting: Mrs C Tobin

County Councillor: Mr N Jupp

NP/01/18 APOLOGIES

Apologies had been received from Cllr Michael Neale, John Mace, Consultant Chris Carey would be arriving late due to another appointment.

Members NOTED and APPROVED the absences.

NP/02/18 MINUTES

The minutes of the meetings held on the 10th April, 2018 were approved by all present.

NP/03/18 DATES OF NEXT FULL STEERING GROUP MEETING

Members were informed of the next date, however, it was agreed that there would not be two meetings per month, the Clerk to advise members of the new proposed dates. The reason for this being that the original deadlines should be met.

- Tuesday 10th July 2018

Action: The Clerk to organise two meetings per month in July and August 2018 in order to ensure that timelines would be met for public consultation.

EVIDENCE BASE

Heritage

It was reported that Nigel Jupp had offered to complete these assessments, and the Clerk was asked to chase what the position was in terms of these being forwarded to Enplan. If these had not progressed it was suggested that the Clerk and Andrew Metcalfe complete this element of work.

Action: the Clerk to write to Nigel Jupp to see what the position was in terms of the Heritage Assessments.

Open Space Assessments

Geoff Cole said that both he and John had redone the work and passed this to Andrew on the 2nd June 2018. Andrew stated that this work required further tweaking and suggested that perhaps John Mace, Geoff Cole, the Clerk and himself have a meeting to finalise these areas and assessments.

Action: It was AGREED by all present that the Clerk would contact John Mace and obtain dates from him for a possible meeting.

Design Review (Updated Design Statement)

Andrew Metcalfe stated that whilst the Clerk had provided text and a shell of this based on the former Parish Design Statement this was not in the format required and he would be working on this to enable a presentable document with evidence base.

Pauline Flores-Moore questioned whether the retyping of this document had been a valuable use of the Clerk's time. The Clerk stated that Andrew had requested this material in a workable format and as there were no copies available to the Clerk this at the time had been the best solution to the problem.

Action: Andrew Metcalfe to rework the material supplied into a Design Review this being an updated version of the Parish Design Statement.

Southwater Transport Assessment

The Chairman informed members that following the previous meeting in April, a meeting had been held with Berkeley's. General discussions included those on a possible site, highways/transport issues and education.

Berkeley's had agreed to undertake on behalf of the Parish Council another traffic survey and instruction it was believed have been issued.

Andrew Metcalfe, then gave the members a further overview of the Neighbourhood Plan and the benefits going forward as Pauline Flores-Moore was concerned that despite a Neighbourhood Plan, the District Council would also want this potential site within their strategic plan.

The Chairman pointed out that the District Council could object but it was felt that with the legal advice from Counsel, if the group were to proceed, the Steering Group were on a fairly firm footing to proceed with the proposed site. It was pointed out that the District Council's Local Plan was already under review and mention was made of secondary settlements currently proposed. Andrew referred to the South Downs National Park Supplementary Boundary Methodology Paper.

The Chairman expressed again to the Group that should this proceed it was imperative that each member of the Group promote this scheme in a positive manner once this goes for public consultation and referendum. The overall report and documentation would be going for authorisation to Full Council at the end of September 2018.

Action: Members NOTED that Berkeley's would be providing the traffic/highways information for the Group to assess; this being fundamental to the ongoing work of the Group.

Landscape Sensitivity Study

Andrew Metcalfe indicated that this was being progressed and would be ready in time for the next meeting.

Consultation Document

Andrew Metcalfe indicated to the Group that this document was at the initial draft stage and would be ready for Reg 14 Consultation in September 2018.

Sustainability Appraisal/Strategic Environmental Assessment

Andrew Metcalfe advised that the Scoping Report was carried out some time ago and a draft SA/SEA would be published alongside the Reg.14 Consultation.

Habitat Regulations Assessment

It is anticipated that this report, if required, would be undertaken by Horsham District Council once the plan was drafted.

Horsham District Council – Local Plan Review “Issues & Options”

A brief conversation took place in relation to this plan review, Andrew referring again to the South Downs National Park Secondary Boundary Methodology Paper.

The Clerk thanked Andrew for this information as she was currently putting together a response from the Parish Council on this and would read the document prior to doing so. This document dealt with proposals in relation to tourism and the local economy coupled with boundary settlement changes.

The Chairman indicated that the District Council currently had a five-year land supply and gave a brief review of the discussion at the Parish Council.

Action: Clerk to obtain a copy of the South Downs National Park Report and forward a copy to members of the Steering Group.

UPDATE ON PREFERRED SITE ALLOCATION/OPTION

It was reported that the meeting with Berkeley's had gone well. Andrew stated that they were a little cautious as they are likely to be promoting the site along other avenues. They were informed that the Steering Group were fairly confident about its preferred allocation/approach.

Discussions surrounded those items that the Steering Group had highlighted as priorities e.g., highways and education. Berkeley's are carrying out the transport survey work. The Chairman pointed out that this approach would save approximately £7k-£10k by working together.

Pauline Flores-Moore asked about the exact number being proposed, it was stated that the figure being looked at this time and discussed was 422; this figure came from the Housing Needs report.

COUNSEL ADVICE

The Chairman updated the Steering Group on the legal advice received, with confidential document being issued for the term of the meeting to all present to read.

The general principle related to whether or not the legal Counsel considered the site to be strategic relating to only 200 houses or more. The Counsel does not consider this to be the case and therefore the question was (a) do we accept the advice (b) do we proceed with the preferred option/site (c) do we inform Horsham District Council as to what our legal advice was at this stage.

It was felt that the advice was sound and that despite knowing that the District Council may disagree, this document should not be shared with the District Council at this stage but possibly at a later stage if challenged on the allocation within the plan. However, it was thought prudent to inform the District Council that the Steering Group would be proceeding on the basis discussed with their officers previously.

Action: Andrew Metcalfe to advise the District Council that the Steering Group would be proceeding with the Southwater Neighbourhood Plan allocation as discussed with their officers.

Members of the Committee not being present should make an appointment to view this confidential document at the Clerk's office.

UPDATED PROJECT TIMELINE

The Chairman asked Andrew Metcalfe whether he could update the timeline, Andrew stated that this should be complete by 15th June and sent to the Group. This would include the inclusion of the new meeting dates to be supplied by the Clerk.