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SOUTHWATER PARISH COUNCIL

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CONFIDENTIAL MINUTES

The Confidential Minutes of the NEIGHBOURHOOD PLAN STEERING GROUP meeting held on Tuesday 13th February 2018 in the Council Chamber, Beeson House, Southwater, West Sussex, RH13 9LA commencing at 7.30pm.

NP45/18	MINUTES OF PREVIOUS MEETINGS
	The confidential minutes of the meeting held on the 12 December 2017 were approved.
NP46/18	PROJECT UPDATE
	<p>Andrew Metcalfe updated the group on the latest position of central government with regards to an updated National Planning Policy Framework and the proposed standardised housing need methodology - a draft is now expected to be released around Easter for consultation, with the final document being published in summer 2018. Andrew felt that the Neighbourhood Plan should be within these timescales in terms of Regulation 14.</p> <p>At the previous meeting of the group both he and the Clerk were instructed to conduct various meetings in line with the potential infrastructure requirements coming forward from any potential housing numbers within the Neighbourhood Plan.</p> <p>A meeting with West Sussex Education Department had been productive with all parties talking through the projections for school numbers and the potential for a new school. The upshot was that in the short term there is no need for a primary or secondary school within Southwater, but in the longer term there would be a need for a secondary school if the current figures go forward. It is estimated that such a school may be required by 2020 for the planned period Southwater being covered from Southwater to North Horsham. There were currently plans for a school in the new North Horsham development; this would be an academy. A short discussion took place in relation to the Liberty site and the provision of this school. Cllr Cole</p>

stated that the whole scenario in providing a school would take approximately three to four years. Chris Carey stated that the County Council were committed to the North Horsham site and they could predict and extrapolate but there was a lot of work which went into these figures. The North Horsham school would be an all through school. Andrew said that as indicated from the figures provided there would definitely be a shortfall in the early 2020's unless additional school places were provided.

The County Council officers had agreed to provide further statistical information based on a further 422, 550 and 650 houses for Southwater to see what the impact would be. However these figures had not arrived as there were computer problems.

Deborah Priebe entered the meeting at 7.50pm.

Andrew stated that from the figures supplied there were adequate school places. Cllr Nigel Jupp informed the committee that there was a document issued by the County Council in relation to School Places which showed admission numbers and capacity for 2018/19; this would show what was envisaged for the North Horsham area. A discussion took place in relation to the Section 106 agreement for the Liberty site in that a member of public had ensured that this was now a published document along with the viability assessment. Andrew said that it was relatively small numbers of children per household which were used in the calculations.

A meeting had also taken place with officers of Horsham District Council. They had indicated that they would look at the proposal in terms of numbers and whether this contravened their strategic policy and also in terms of the providing land for a school.

District Council had now responded that they would not accept any site over 200 as this would be considered strategic, however the Neighbourhood Plan Group could consider three or four sites where the numbers were less than 200. A general discussion took place on this with the Group indicating that they would like to seek further advice. Andrew Metcalfe suggested that perhaps an hour or two of Claire Parry's time to review the District Council's Strategic Policy definition would be money well spent in order that the Group could move forward with any future allocation.

In terms of educational proposals, the District Council also considered that this was a strategic decision to be made by them in conjunction with the County Council and therefore did not believe the Neighbourhood Plan was the appropriate place for such proposals to come forward. Andrew Metcalfe said there was some merit to this position however if the Steering Group wanted to proceed with

education proposals within the plan then they could if any proposals were supported by appropriate evidence – the Steering Group should expect opposition to these based on the District Council’s response.

Les Amsptead stated that by splitting the sites, this could affect any gain for the community, should the sites not be in one developer’s ownership. This was confirmed, although at the time of the meeting the sites being discussed were owned by the Fletcher Trust with Berkeleys having the option on the land. The Group thought that to concede to the District Council view would be a fudge and not the best approach in planning terms.

It was AGREED by all present that the Neighbourhood Plan Steering Group recommend to the Parish Council that a Barrister be instructed to give an opinion on the District Council position with regard to ‘strategic sites’. Andrew Metcalfe would prepare instructions to Counsel for approval.

In terms of taking the plan forward, Andrew advised that one of his colleagues had become seriously ill and this had affected progress. The Clerk also informed the committee that the Neighbourhood Plan Officer may leave the Council’s employ at the end of her initial contract; she would be discussing a slight extension if possible or looking to have another member of the team take on some of this work. Andrew said for these reasons he was reluctant to set the new timetable.

Members NOTED the information supplied by the Clerk and Andrew Metcalfe.

In terms of the Highways Report, again the County Council had no material information which could be supplied. However, quotations had been received from two companies but these varied. It was thought that RPG whom the Council employed previously and whom had knowledge of Southwater’s issues were the better option. Andrew Metcalfe stated that he would like to take this forward sooner rather than later, as this report may facilitate discussions with developers which were still to take place.

The Clerk stated that owing to the end of year approaching, potential cash flow issues in April 2019 and the fact that she could not authorise the report, this should be referred to the Finance & General Purposes Meeting on the 21st February for discussion and approval.

It was AGREED by all present that the Clerk should ensure that this matter be put on the next Finance & General Purposes Agenda for discussion and approval.

Chris Carey reported back to the Steering Group in terms of the viability of the proposal based on 650 houses; this would generate in his opinion £252M, Community Infrastructure Levy of £6.25M, developer profit of c.£200M with £40M-£45M to fund improvements to infrastructure etc. Looking at the highways if what was required was a grade separated junction like Broadbridge Heath this would cost £10M, school land £5M and a new road to Christ's Hospital £3M-£5M. A short discussion took place on the new road, Andrew stated that this would have to be looked at in terms of landscaping as it was not currently suitable.

Andrew also reported that in terms of the Habitats Regulation Assessment this was to be carried out by Horsham District Council. There was a discussion whether Horsham would have to consider now the impact of the Ashdown Forest as this subject had been raised elsewhere in the district in terms of traffic impact and the environment.

Andrew to provide The Clerk and the Neighbourhood Plan Officer with details of what further reports the Plan would require through funding at Locality this being close to the end of the funding period in March.

Andrew Metcalfe to provide a list of further reports accessible through Locality and the sequence of these.

John Mace informed the Steering Group that Itchingfield Parish Council had consulted on sites submitted to them through a Call for Sites exercise and wondered whether we were aware. The Clerk indicated she was personally unaware as were the two consultants. The Clerk was asked to organise a meeting with Itchingfield Parish Council to discuss the proposals put forward. John Mace indicated that there were a number of sites of note, the old Barns Green School site and also the Weston's Farm site which was just the other side of the parish boundary. Chris Carey said that there was a duty to co-operate, Southwater having done so early in the process.

The Clerk would also speak to the Christ's Hospital representatives re the proposals for Westons Farm.

The Clerk to speak to representatives of Christ's Hospital and Itchingfield Parish Council.