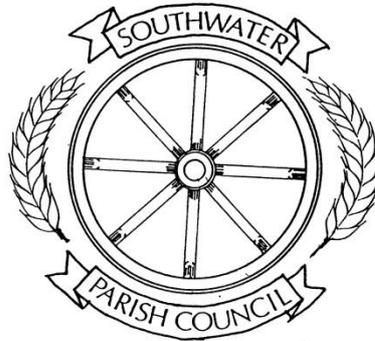


Southwater Parish Council



Neighbourhood Plan Steering Group Minutes

Tuesday, 4th December, 2018, 7.30pm

Beeson House
Lintot Square
Southwater
Horsham

Committee Members

Cllr Graham Watkins (Chairman)
Cllr Geoff Cole (Vice Chairman)
Cllr D.Moore
Cllr M.Neale, Neighbourhood Watch
Cllr P.Flores-Moore
Angie Choat (Southwater Youth Project and Methodist Church)
Rev Dr Godfrey Kesari (Holy Innocents Church)
John Mace (Stammerham Society)
Deborah Priebe (Resident)
Ramesh Shingadia (Budgens)
Les Ampstead (Resident)
Catherine Tobin, Parish Clerk
Mr Chris Carey (Planning Consultant)
Mr Andrew Metcalfe (Planning Consultant Enplan) - AM

DATES OF NEXT MEETINGS

The Chairman advised those present that the dates for the next meetings would be with Andrew Metcalfe (AM) providing further guidance on what would be required by/at each stage to meet the current timetable:-

- 18th December 2018 –AM confirmed that we should know how we will be responding to the main concerns by this point.
- 8th January 2019 – AM confirmed that this should be an opportunity to review the updated documents.
- 15th January 2019 – AM confirmed that at this meeting we must do the final sign-off and recommendation to Council for discussion on the 23rd January.

At this point in the meeting Cllr Watkins arrived.

REGULATION 14 CONSULTATION REVIEW & BRIEFING

AM referring to the timelines stated that things were extremely tight if the Neighbourhood Plan Group were to consider, respond and take forward comments made during Regulation 14 in time to submit the plan in line with the current timeline on the 24th January 2019.

There had been 71 responses, over 72.5k words including responses from 14 Statutory / Public Sector Bodies. A number of the responses were from developers and landowners. Cllr Whitear stated that having attended the open evenings and day surgeries these too had been well attended. AM stated that he was a little disappointed with the lack of general public responses but those that had responded covered a wide range of topics. All consultation responses had been circulated to members of the Steering Group prior to the meeting.

AM provided a very high level overview of the responses received. Statutory and public sector consultees were generally supportive but had raised a number of concerns. AM confirmed that nothing had arisen which he did not feel could be overcome or suitably responded to. Those promoting their land, whose sites had not been included in the Reg.14 plan generally objected to it and raised a number of concerns, including stressing they may seek to make legal challenges if the plan is not amended. One theme that has arisen from local residents is concern over whether Lintot Square could cope with further housing numbers and additional people in Southwater.

AM stated that the next step is to consider in detail each response and take that comment into account wherever appropriate. This should be done by the Steering Group. The Steering Group members were concerned about time scales and felt that a small working party should be formed to work on and review responses proposed by AM. The working party would then approve or consider these further at the next meeting of the Steering Group. This would ensure that comments are taken into account and responded to in an

appropriate way. It would also ensure that members of the Steering Group finalise the plan.

AM confirmed that from his initial review of the comments received the principle matters to consider are:-

- WSCC/HDC both require a Strategic Highway/Transport Assessment. The Steering Group were reminded that Berkeley's are currently undertaking such an assessment and have confirmed that this would be provided to them before Christmas. A review would then be carried out by the Parish Council's own Highways Consultant; this having been previously authorised.
- Historic England are not content that the current allocation policy wording would suitably protect the setting of Great House Farm and have requested a Heritage Impact Assessment. Members of the Steering Group felt that an approach to Berkeley's should be made for they understood that such an assessment was carried out on this Grade 2* farmhouse prior to the current development site being undertaken. AM to approach Berkeley Homes and request a Heritage Impact Assessment.
- Settlement boundaries - HDC consider the settlement boundary a strategic matter and as such the neighbourhood plan should not seek to revise it. A number of responses have asked for Tower Hill to be given a settlement boundary. The Steering Group will need to consider and respond appropriately.
- HDC have indicated that as and when the new Horsham Local Plan was in place they would require the Southwater Neighbourhood Plan to be reviewed and brought in line with it.
- The Reg.14 plan seeks to impose a number of new requirements on development and a large number of responses have said this would negatively impact viability. It is therefore proposed that a Viability Assessments be prepared for the neighbourhood plan. Mr.Carey (CC) confirmed he would approach a company for this work as he was not sure that his professional indemnity insurance would cover this. AM stressed the importance of this work. CC to liaise with potential consultants and prepare a fee proposal for AM and the Steering Group to consider.
- WSCC Parking Standards, the County Council are preparing a new calculator. Cllr Cole stated that he did not believe there to be one in place so was somewhat bemused by this statement. It was agreed that the Working Party could look at this with Cllr Cole taking the lead on this having done some work on this previously.
- HDC have asked that new methodology be applied to the Parish Heritage Assets put forward.

AM confirmed that the above principle tasks, alongside the many other valid comments, would take a great deal of time and energy to go through. AM was concerned that the timeline may be unrealistic. AM then went onto detail

what essentially could happen should the Plan missed the deadlines set to submit by the 24th January 2019. Members felt in light of the discussions which took place that the Neighbourhood Plan Steering Group and Consultants should endeavour to stick to the deadlines previously discussed with submission on the 24th January to Horsham District Council.

AM also updated the Steering Group that Legal Counsel had been sought in relation to two developer letters which threatened legal challenge to the plan. These objections principally related to process and lack of transparency in explaining the shift in stance from a previous 2016/17 Exhibition where preferred sites were published and the Reg.14 plan which included different sites. Following receipt of Counsel advice the Chairman of the Parish Council is content that due process has been followed and the risk associated with such a challenge is minimal.

NP24/12/18

FORMATION OF WORKING PARTIES

It was agreed by all present that the following members of the Steering Group would represent the Working Party which would liaise with AM with regard to consultation responses. It was agreed by all present that the responses required such professional advice but that this be backup by the local knowledge.

The Working Party selected being Cllr.Cole, Mr.Mace, Cllr Whitear and Cllr Watkins; to review the comments being proposed following consultation. Cllr Cole and Mr.Mace would also concentrate on the Heritage Assets methodology/Open Space and Parking.

NP26/12/18

PROFESSIONAL SERVICES

Members of the Steering Group felt that it was imperative that AM continue as per instructions supplied earlier in the meeting working with the Working Party.

Consultants would be employed to work on the Viability Assessment, Heritage Impact Assessment and Highways Assessment. In terms of the Highways Assessment it was important to look at the current, future identifying any issues and required infrastructure. Michael Neale asked what was the likelihood of the principal local authorities objecting if reports were not supplied. AM felt that the plan was open to challenge if not completed and WSCC and HDC may object - therefore it was important to get this piece of work done.

NP27/12/18

TIMETABLE

As previously discussed.

Signed.....(Chairman)

Dated.....