

BRAMBER NEIGHBOURHOOD PLAN STEERING GROUP MEETING

Bramber & Beeding Village Hall

Wednesday 14th November 2018 at 6.30pm

Present: Cllr Roger Potter, Cllr Mick Tilley, Cllr Sarah Green, Cllr Mike Croker, Mrs Paddy Robson, Mrs Christine Supiot, Mrs Brianne Reeve and Mrs Diana Croker.

In attendance: Mrs Alison Eardley (Planning Consultant) - by Skype

Members of the public: One member of the public joined the meeting at 7.25pm

Notes: Rebecca Luckin

Due to an overrun of a Housing Focus Group meeting with the developer/agent for the potential Clay's Hill proposal, Cllr Green agreed to Chair the meeting.

Following a power cut in the Village Hall, the meeting was not able to commence until 6.45pm.

NOTES

1. Apologies for absence

Apologies for absence were received from Cllr Nick Stubbs and Mr Rachael Rainbow.

2. Declarations of interest

There were no declarations of interest.

3. Notes of the previous meeting – 16th October 2018

The Notes of the meeting of 16th October 2018 were approved as a correct record of the meeting and duly signed by the Chairman. **Agreed.**

4. Matters arising

a) Public Event – conformation of venue – The Maharajah Restaurant in The Street Bramber, will host the event. Agenda item.

The Chairman adjourned the meeting

5. Open Forum

The Chairman reconvened the meeting

6. Chairman's announcements

a) A meeting had taken place with DM Stallards and members of the Housing Focus Group. Stallards will develop their proposal to provide information to the public in time for the drop in event.

7. Publicity / Community Engagement - Public Event – 24th November 2018

a) Steering Group Members to finalise organisation of event. The venue is the Maharajah Restaurant in The Street, Bramber, with refreshments available. Cllr Green provided a layout plan for the event, to include Focus Group displays, a rolling Power Point display and an opportunity to make comments on potential development sites and Focus Group Policies.

Action

Paper cups, tea, coffee, sugar, milk

Velcro patches, coloured dots, pencils, name badges (logo and first name

RL

only)

Copies of Vision & Objectives copies, Plan area maps, sign-up sheet for those that wish to be informed (with GDPR tick box), copies of comment/feedback sheets.

Action	Contact SPC regarding photocopying arrangements	RL
	Draft comment sheet (agree/disagree with vision, objectives and emerging policies, plus invite additional comments on Focus Group proposals)	SG
Action	Power Point presentation (on USB) with laptop	AE
Action	Projector	SG
	Collect printed copies from Steyning Parish Council	
Action	Contact Henfield PD re display boards (advise MC of exact size)	RL
Action	Supply WSCC PROW map	CS
Action	Provide material for copying to RL by Monday 19.11.18	ALL
Action	Copies of all documents will also be posted on the Parish Council website.	MT / RL
Action	Send name of 3 houses in Little Drove to Paddy	RL

T&T and PROW Focus Group display – may propose a Pegasus crossing on the A283 to connect areas of the parish and provide a safe route to school for local children and additional car parking to provide access to the SDNP for visitors and tourists (subject to necessary permissions).

Cllr Potter and Mrs Paddy Robson joined the meeting at 7.25pm

Environment & Countryside – display material was agreed.

Community Facilities – will include mention of sports and recreation facilities, provision of additional youth facilities and improvements to St Nicholas Church.

Housing & Development Focus Group – display material to be finalised.

Tourism, Commerce & Heritage – display material to be finalised.

Set up will commence at 9.30am.

8. Neighbourhood Plan Finance

a) Finance update, income to date - £9,000, expenditure to date - £459.70 +VAT, balance = £8,540.30, although Planning Consultant invoices are due shortly and the public event will incur some costs.

9. Call for Sites / Site Assessment update

a) Progress update – Site assessments have been revised. A meeting between the Housing Focus Group and agent for Clay's Field had taken place.

b) Agree next actions – the developer will be reminded to search for any covenant regarding Clay's Field.

Action	Contact developer re covenant and any other points	RP
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10. Plan Programme

Nothing to report for this meeting.

11. Items for the next agenda

- a) Debrief of public meeting
- b) Analysis of comments received
- c) Christmas newsletter

12. Date of next meeting – 6.30pm Tuesday 11th or Thursday 13th December – subject to hall availability

The Chairman closed the meeting at 8.45pm

Signed:
Chairman

Date: