

BRAMBER NEIGHBOURHOOD PLAN STEERING GROUP MEETING

Bramber & Beeding Village Hall Monday 15th July 2019 at 7.30pm

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

Members of the public: 4

Notes: Rebecca Luckin (Parish Clerk)

NOTES

1. Apologies for absence

a) Apologies were received and accepted from Cllr Sarah Greene, Mr Nick Stubbs and Mrs Rachael Rainbow.

2. Declarations of interest

None for this meeting.

3. Notes of the previous meeting – 26th June 2019

a) Cllr Tilley **proposed** that the notes of the meeting of 26th June 2019 be approved as a true record of the meeting. **Seconded** by Mrs Paddy Robson. **Agreed.** The notes were duly signed by the Chairman.

4. Matters arising

a) Community engagement – agenda item.

b) Draft Plan – Focus Groups to agree comments and inform AE. Comments had been collated, and a further iteration of the plan will be drafted by AE. Steering Group members noted that reference to extending the Built Up Area Boundary (BUAB) of the parish may not be necessary, since the HDC Planning Framework allows for development adjacent to an existing BUAB. AE and Cllr Tilley will undertake further discussion regarding protected views. Views from Clays Field to the South Downs have been referenced in the draft plan, however, trees are currently in full leaf and the view is restricted. AE recommended that photos were taken, mindful of summer vegetation.

c) Calculate potential CIL from development – AE to action.

The Chairman adjourned the meeting

5. Open Forum

The Chairman reconvened the meeting

6. Chairman's announcements

a) Cllr Potter reported that a productive meeting had taken place with Mr Norman Kwan (HDC NDP Officer) and HDC Landscape and Heritage/Conservation Officers.

b) Locality / AECOM had not yet provided feedback regarding Design Codes.

ACTION Chase AECOM for response

AE

7. Focus Group updates, policies and proposals

a) Housing & Development

i) Steering Group Members to consider and agree regarding a Leader for the Housing & Development Focus Group. **Deferred.**

ii) AE reported that HDC Neighbourhood Plan, Landscape and Conservation Officers had attended a meeting with Housing Focus Group members. A comprehensive review of Clays Field had been undertaken. The separation of the two villages had been highlighted and the importance of Clays Field in terms of preventing coalescence and urbanisation. The Conservation Officer had noted that heritage, and other protected assets, may be affected if any development were to be permitted. Castle Lane is a historical rural track and could be changed in nature, if developed. A hard copy of both reports will be requested from HDC, as evidence for the Neighbourhood Plan.

ACTION Request hard copies of reports (emailed 16.07.19)

Clerk

Cllr Croker joined the meeting at 7.45pm

At the meeting earlier that day, Mr Norman Kwan had reiterated the options that remained available to Bramber Parish Council, which included completing the site assessment as part of the Bramber Neighbourhood Plan and either allocating it or rejecting it, or allowing HDC to undertake a site assessment and form an opinion on behalf of the Bramber Steering Group. Alternatively, Clays Field could be proposed as a local green space, due to the evidenced concerns raised by the HDC Landscape & Officer. Steering Group members were mindful that the Examiner could challenge this approach; a strong case would need to be put forward.

The plan could note that going forward, the Bramber Neighbourhood Plan would commit to considering other sites for allocation, should any come forward that were suitable and in compliance with the HDC Planning Framework.

Cllr Tilley **proposed** that, mindful of evidence provided by the reports and opinions of the HDC Landscape and Heritage Officers, and further evidence gained during assessments, the Steering Group should not include Clays Field as a development site. 100% of Clays Field should be proposed as a green space.

Seconded by Mrs Christine Supiot. **Unanimously agreed.** Steering Group members will make recommendation to Full Council on 24th July 2019. The landowner will need to be informed immediately of any decision made by Full Council.

b) Environment & Countryside

- i) Steering Group Members noted the HDC Landscape Officer's Report, following a visit to the parish.
- ii) A further report had been obtained from Sussex Ornithological Society regarding common, and not so common, birds in the area.

c) Tourism, Commerce & Heritage – nothing to report for this meeting.

d) Transport (Highways & PROWs) – comments had been provided to AE regarding the draft plan.

8. Community Facilities Policy

Nothing to report for this meeting.

9. Steering Group Members to consider and agree draft plan (circulated by AE)

a) AE will incorporate comments and share a revised copy with the Steering Group and colleagues.

ACTION Incorporate comments and circulate revised draft plan

AE

ACTION Provide copy of draft plan to Norman Kwan and Gavin Curwen (HDC) for review

AE

ACTION Item for the next agenda – consider and agree draft plan

Clerk

10. Publicity / Community Engagement

a) AE, RP and the Clerk will liaise to set dates and plan community engagement events.

b) A Newsletter will be drafted updating on the process and advising of dates for community events.

ACTION Liaise regarding dates for community events

AE, RP & Clerk

ACTION Research available venues

Clerk

ACTION Research publicity options

Clerk

11. Call for Sites progress update

a) Steering Group Members to consider and agree regarding option of passing site allocation to HDC and make recommendation to Full Council. **Discussed and agreed above.**

12. Plan Programme

a) AE will liaise with HDC regarding a potential consultation date at the beginning of September 2019.

ACTION Liaise with NK

AE

13. Neighbourhood Plan Finance update

a) Grant income brought forward (from total of £9,000) - £5,414.64

NP expenditure – £44.90 (+VAT)

Balance = £5,369.74

14. Correspondence

a) Locality e-newsletter circulated to all Steering Group members.

15. Items for the next agenda

As above.

16. Date of next meeting – 6.30pm Wednesday 31st July 2019.

The Chairman closed the meeting at 8.45pm

**Signed:
Chairman**

Date: