

WOODMANCOTE PARISH COUNCIL
NEIGHBOURHOOD PLAN STEERING GROUP

Minutes of Meeting held in the Parish Hall on Tuesday 10th March 2015 at 6.00p.m.
(Members of the Public were invited to attend)

Mrs L Bannister – Clerk to the Council
48 Titmus Drive Tilgate Crawley West Sussex RH10 5ER
Tel: 07921 822869
Email: woodmancoteparishcouncil@gmail.com

Present: Cllrs. D. Austin (Chairman), C. Broucke, J. Ochoa, A. Underwood, M. Grimes, P. Williams and volunteers D. Linford, R. Lunn, L. Austin and M. Clark
L. Bannister (Clerk)

Others Present: H. Linfield, D. Silverson, S. Moriscol & C. Moriscol

1. Apologies

C. Blazeby, P. Batchelor

2. Minutes of the last Meeting held on 10th February 2015

These were agreed and duly signed.

3. Action updates from previous Minutes

A couple of members have still not completed their SWOTs – please can they do so.

4. Declarations of interest from members in respect of any items in the Agenda

None.

5. Open Forum (Committee agree to adjourn proceedings for questions from the members of the public)

No questions were raised.

6. Resignation of member

P. Wilkins has decided to resign, and Cllr. Broucke has spoken to him.

As this leaves R. Lunn alone on the housing focus group, Cllr. Austin, C. Blazeby and M. Clark have agreed to join the focus group alongside R. Lunn.

7. Reports from Focus Groups

L. Austin has collated all the information so far, and finalised the environment report. F. Bayo from AirS has suggested that a page about economy should go under transport and infrastructure. Highlighting areas of employment would help.

There is a new planning application at Firlands Industrial Estate. F. Bayo thinks this would affect the employment in the area (it would drop in the short term – even though would gain in the long term).

Once the report is complete, this will be circulated to all members for their comments.

The environmental report was briefly summarised. The footpaths report by D. Linford will be included as an addendum. This report will then form the second stage of the plan.

Once focus groups have completed the reports this will form part of the community statement

8. Call for sites

This process is still ongoing and is going to cause a delay to the overall timescale of completing the Neighbourhood Plan.

The 6th potential site has decided not to go ahead at this time, although we could include it as a possible site for the future.

All members will now need to visit the sites. All those with a vested interest will be unable to take part in the decision making process, but will be able to attend the site visit.

Once the site visits have taken place there will need to be another public meeting. There will be an opportunity for landowners/agents to put forward a short proposition for site (around 10 minutes), and then the public will be given around 10 minutes to ask any questions.

The housing focus group will then meet to decide on level of development on each site. This will be affected by many things including the housing needs assessment, Horsham District Local Plan, National Planning Policy Framework, sustainability assessment and the Strategic Environmental Assessment – and, the needs of the parish will need to be taken into account. Although historically there has been development in Woodmancote at (roughly) the rate of 1.5 units per year, it is felt by L.Bourke from HDC and F. Bayo that the last 20 years may not give an indication of the current needs.

It was discussed whether the Neighbourhood Plan should include development to satisfy HDC, or whether it should include the level of development that is in the best interests of the Parish.

It was asked whether any sites could be stopped at this stage, however this is not possible. All sites need to be subject to the above assessment criteria. If any sites are rejected this will have to be backed up by a strong base of evidence. This will be a balance to decide what fits best in the Parish.

The response from the questionnaires was that many parishioners do not want any development, however, many responses made aware a need for housing for first time buyers and people downsizing. Therefore, each site needs to be looked at to see what it brings to the Parish. The decision of what sites to include needs to be completely transparent and based on technical merit.

This will all be subject to public referendum and examination.

Infrastructure it seems will be a massive hurdle for all sites, as many local amenities seem to be at capacity (eg schools, medical centres, sewerage sites).

It appears that if a plan is made including no development, this will not satisfy HDC.

There was much discussion about how much development to include in the plan, indeed whether it should include any if that is the desire of the parishioners. What the parishioners want should be evident after the public meeting.

Cllr. Austin reminding the meeting that this will not be a subjective decision. If someone puts forward a site, and it complies with all requirements then it will be included. What the residents say will need to be considered.

2 members of the public, S. Moriscol & C. Moriscol arriving.

If a site complies with all 5 criteria, then it is voted against at referendum, it won't be included in the plan.

Planning permission will still need to be applied for if it is included in the plan. Even if a site is not included an application can still be made for the development to go ahead.

Cllr. Ochoa stressing that the whole process needs to be objective and transparent.

It was discussed whether sites need to be included if the windfall of 1.5 units of development per year could provide the housing requirement.

WSCC Cllr. Barling has sent through a High Court judgement where the Neighbourhood Plan was heavily relied on.

For the site visits, ideally all members will attend. Cllr. Austin and the Clerk will contact the landowner/agents to find out a suitable date, and then will contact the Steering Group to see who can attend.

All landowners/agents have completed a short questionnaire, the Clerk will circulate the responses to all members.

After the APM meeting next month, the Parish Hall site may be put forward for inclusion in the plan.

A member of public queried who the owner of the hall is. Cllr. Broucke believes this is the church on trust for the parishioners. The church want to find a way to raise funds for the upkeep of the hall. Cllr. Austin acknowledging that part of the site around the hall could be considered for the plan.

9. Finance/Payment

There is the possibility of the Council being able to obtain another grant to fund the Neighbourhood Plan.

2 members of the public, S. Moriscol & C. Moriscol leaving.

10. Correspondence

10.1. Workshop on 23rd April.

This is about the Neighbourhood Plan. Three members would like to attend. Clerk to confirm this with HDC.

11. Next steps

Once the focus group reports have been completed (asap), the community evidence paper can be completed. This is the 2nd stage of the Neighbourhood Plan. The next stage is the pre submission plan. But, before that the site visits and the open meeting need to take place.

12. Other business

Cllr. Austin briefly going over the responses to the questionnaires. Everyone has answered comprehensively and the quality of the replies appear to be good.

Cllr. Ochoa leaving meeting

13. Date of next meeting

The focus group for housing will have an informal meeting.

The next Steering Group meeting will have to be set another date due to APM and hall meeting.

The meeting closed at 7.10pm