

Steering Group Meeting - Ticehurst Neighbourhood Plan - 21st August 17 6.30 p.m. – The Village Institute

1. **Present:** **John Pilcher (JPi)**, Sheena Carmichael (SC), Rob Tait (RB), Peter Reeves (PR), Stephen Burley (SB), Ann Cook (AC), Teresa Killeen (TK), Liz Young (LY), Daniel Studholme (DS).
2. **Apologies** - Frankie Nowne (FN), Tony Lloyd (AL), John Poole (JP), David Goodale (DG), Peter Sewell (PS), and James Robson (JR). Best wishes were noted to be sent to Frankie.
3. **Minutes** – 5th July 2017– agreed as an accurate record of those proceedings. **Matters Arising** - No matters arising
4. **Green Spaces** JPi explained that he had walked the Parish with AL who had a great deal of knowledge and experience in this area. They had identified the green spaces that should be allocated in the NP and had filled in the very useful template provided by the My Community Locality site. They had also found 2 more green spaces that they feel should be included. JPi will complete the document and send it out to the SG for comment and approval. He also explained that the green spaces must be justified, in that they must serve a purpose not just be designated to stop development.
5. **Technical Assistance** TK explained that we have had confirmation from Locality (the planning arm of the Department of Communities and Local Government (DCLG)) that we have been successful in our application for free Technical support. We have Consultants Nick Chisholm-Batten who will help us to write our SEA and Ivan Tenant who will advise on our Evidence Base and Policy Review. TK and SC are meeting Nick tomorrow and taking him around the Parish plus agreeing the process and timescales with him. We have also applied for a further grant (£6k) on which we haven't heard a decision as yet - it is due in the next 5 working days. SB was concerned that by having the Technical support that we might not get the extra grant. TK confirmed that this wasn't the case.
6. **Design Guidance** SC explained that JR has been working with Feria on this and, although an interim report has been produced, a much fuller report is planned. We should be able to get specific design guidance for each proposed site. We can also add design guidance requirements on the sites with outline planning permission.
7. **Robertsbridge and Hawkhurst NP progress** SC updated the group on the issues that both R and H have had with their External Examiners. We noted that we must ensure that we front load our effort so that we ensure that are not caught out at the last stage. The information from R and H was considered very useful as it helped us to recognise the potential pitfalls.

8. **Affordable Housing** LY talked through the report that had been circulated prior to the meeting, based on a meeting with Rother DC (Amy Fearn, Housing and Asset Development Officer and Tom Warder, AiRS Consultant). LY explained the possible routes to getting more affordable housing. She explained that option 2.- Sites for wholly or substantially Affordable Housing (Rother LHN4) seemed the best fit for us. DS asked if we had considered that, although outline permission could be given to a site for affordable housing, the owner could sell the land or change his mind. JPi said that this was a very good point and that we must ensure that we are careful about how we write this in the NP.
9. **AOB**
 - a. **Reinstatement of the Young People's Group** TK mentioned the request that she had received from Annie Alfile. This was that the Young People's group be reinstated so that the money that had been left for youth projects by Mrs Reeves could be discussed and a plan put in place to utilise it. SG approved this action
 - b. **Survey** SC explained that to ensure that we have the justification for our policy statements about the need for affordable (previously known as social) housing and the preference for 1 and 2 bedroom houses / flats, we need evidence to back this up. SC showed a small survey that she had drafted that could be used for this purpose. It also included questions about employment and residency. TK said that she would contact the GPO for them to deliver them to every household as we need to action this asap (GPO lead time is 4 weeks). DS volunteered to follow this up with targeted door to door visits. SG approved this action. SC will send two draft questionnaires (one short, one longer) to SG for comments before we use them.
10. **Date of the next meeting:** It was agreed to hold the next meeting on 25th September 2017 at 6.30 p.m.