

Neighbourhood Plan Steering Group Meeting 29th March 2017 7 pm – The Village Institute.

Present: Steve Barrass, Stephen Burley, Sheila Carmichael, Ann Cook, David Goodale, Claerwyn Hughes, Teresa Killeen, Anthony Lloyd, John Pilcher, John Poole, Peter Sewell, Daniel Studholme, Robin Tait, Glynis Tucker, Liz Young and the parish clerk.

Apologies: were received from James Robson.

‘Call for Sites’: The Call for Sites group had met with D Marlow from RDC to discuss the draft findings. There was some continued debate about the quality and suitability of sites and Feria were asked for guidance: The work to date should remain as a working document, considering the merits and problems of each site, and act as a resource from which policy is developed later in the NP process. It was voted to recommend this advice to the PC on 4th April.

SBa left the meeting, standing down from his position as Chairman of the Steering Group despite attempts by colleagues to persuade him to stay.

SC took over as Chairman for the remainder of the meeting.

Proposal to put to PC on 4 th April 2017	Due to the premature advice provided to the PC meeting in March - Resolution to retain the Call for Sites document as a working document, in line with the advice provided by RDC and Feria.
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Views, Vistas and Valuable Features for protection: It was agreed that pictures of significant views should be gathered as soon as possible and the information collated to date be examined for short-falls in information - photography would be better done prior to leaf burst to maximise views obtained. DG offered to take more photos.

Update on Strategic Environmental Assessment – screening: CH reported that an assessment of each of the sites had been carried out against the sustainability criteria and sent to Feria. Parish Clerk informed the meeting that at this stage the request to RDC should be made to find out if a screening is needed and they, in conjunction with outside agencies would take a view on this and if one is required they will provide the scope that will be required. CH’s work may already have covered this, but it would be premature to send it in with the request. Clerk was asked to make that request through David Marlow RDC.

Proposal to put to PC on 4 th April 2017	Clerk to put make request for SEA to RDC.
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Business Survey: RT reported that to date 48 surveys have been completed which represents a 38% response rate, mainly from the larger businesses, representing 427 persons employed. The results were showing that the condition of the roads, parking issues, broadband issues, mobile coverage and housing for employees were the main things that had a detrimental effect on their businesses. A meeting will take place on 3rd April to finalise the results which will be forwarded to Feria.

Ticehurst Square and Traffic Management: LY reported that a meeting on 27th March with D. Cllr. Hart, the Conservation Officer D Russell and members of the group had been positive and that DR had felt that the whole scheme should be concentrated on, rather than the smaller individual elements, to ensure that the result would be a place for the community. DR will contact ESCC to promote the scheme and suggest that their input as partners in Ticehurst as a pilot scheme of rural public realm improvements should be promoted and attract funding - it is hoped that a partnership meeting between PC/RDC and ESCC will take place during April 2017 to explore the possibilities. They had been impressed by the work and investment shown by the community to date.

TK reported that whilst the High Street re-surfacing works had been delayed due to utility service issues, ESCC were keen to explore the possibilities of innovative measures to slow traffic and contribute to the public realm area during the period of delay. It is likely that road improvements will take place before the end of the calendar year.

Survey Update: This will be timed around the Regulation 14 dates - SC distributed six posters designed to attract attention and promote responses from the groups that have not contributed to date. It was felt that the amusing tone was good and the message clear. Leaflets would be distributed before and during the Regulation 14 consultation period.

Annual Assembly: It was agreed to set up a working group (DS, TK and LY) to design displays and encourage contributions on 25th April - investment in the printing of posters and enlarging of photos that can be used during the formal consultation period would be prudent. Photographs should also be taken during the event.

Proposal to put to PC on 4 th April 2017	Funding for documentation be allocated to the SG to the sum of £150.00
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March Report to the Parish Council: Clerk was asked to document the current meeting that could be forwarded to the PC with clear resolutions that could be voted upon.

Chairman: It was agreed that JPi would chair future meetings in an executive role and that SC, TK and LY would share the role and tasks that SBa had managed to date to ensure the process continues to move forward. Clerk was instructed to inform Feria and seek instruction on the whether publication of the call for sites was required, whether they can provide material for the Annual Assembly, a likely time frame for Regulation 14 and what they need the SG to provide. *Feria advised that the call for sites document was a working paper and would not be published.*

Date of the next Meeting: It was resolved that the SG would meet on **18th April 7 pm** - AC to confirm booking.