

Minutes of the 43rd Neighbourhood Plan Committee Meeting held on Tuesday 8th January 2019 at 7:30pm in Wickham Market Resource Centre

Present:

Cllr Dick Jenkinson (Chairman)	
Wendy Slaney	Colin Owens
Hannah Benstead	Roger Theobald
Ray Lewis	George Hering
Cllr Robin Cooke	Anne Westover

In attendance: Jo Peters, Parish Clerk, Stephen Brown, SCDC & Cllr David Howland.
There were no members of the public present.

1. Chairman's opening remarks and to receive apologies for absence

Apologies were accepted from Angela Hadley and Sonya Exton. Arthur Stansfield was not present.

2. Public Forum

There were no members of the public present.

3. Declarations of Interest

The Chairman declared a Non-Pecuniary Interest as he plays golf with James Holland (son of Simons Cross allotment site landowner). George Hering declared a Pecuniary Interest as he is Director of Ibis Marketing. Anne Westover declared a Pecuniary Interest and she is Director of Westover Landscape.

4. To approve the draft minutes of the Neighbourhood Plan Committee meeting held on Tuesday 11th December 2018

The draft minutes of the Committee meeting held on Tuesday 11th December 2018 had been circulated to all members prior to the meeting. These were proposed for Approval by Hannah Benstead, Seconded by Ray Lewis, **4 in Favour, 5 Abstentions**. The minutes were signed by the Chairman as a true record of the meeting.

5. Matters arising not covered elsewhere

There were none.

6. Review Neighbourhood Plan Action List and Schedule and record all completed and outstanding items

The Action List was updated accordingly. It was agreed the Chairman would ask Robert Scrimgeour, SCDC for his opinion regarding registering the Silo at the Old School Farm site as a Non-Designated Heritage Asset. **Action 43.1 – Chairman to liaise with Robert Scrimgeour, SCDC.**

7. Update on draft Neighbourhood Plan and Supporting documents

The Chairman reported himself, Ray Lewis and Anne Westover had attended several meetings to finalise the draft plan to which he gave details on the recent amendments carried out. He confirmed that Chris Bowden, Navigus had indicated to Stephen Brown, SCDC the Strategic Assessment and Habitat Regulations Assessment would soon be completed. **Action 43.2 - Chairman to finalise draft Neighbourhood Plan and supporting documents and send to SCDC.** Stephen Brown, SCDC stated the draft plan would be looked at promptly and comments could be sent back within a week of submitting this. **Action 43.3 - Stephen Brown to get back to Committee regarding Conservation Area maps.**

The Chairman confirmed once the draft plan is received back from SCDC and the relevant changes are carried out it would then be sent for Regulation 14 to which he gave details and provided information regarding the relevant parties that would need to be written to in respect of this consultation. **Action 43.4 - Jo Peters, Ray Lewis and Anne Westover to co-ordinate writing to the relevant parties.**

Stephen Brown provided clarification in respect of landowners that would need to be written to and confirmed an updated SHEELA was due to be produced by 13.1.19. He gave details regarding the current Local Plan Consultation and advised that comments to be received should be on the soundness of the new Local Draft Plan to which he provided details.

Wendy Slaney asked for clarification regarding the amendments to the draft Neighbourhood Plan that SCDC could ask to be carried out and asked what power the Committee had with regards to implementing these. Stephen Brown provided clarification in respect of this query.

The Chairman confirmed the new draft Local Plan had had some changes and the allocation of new homes in Pettistree had increased from 120 to 150 and the number of new homes in Wickham Market had reduced from 100 to 70. There was a brief discussion and it was agreed the Neighbourhood Plan Committee would work with the figures given within the Housing Needs Assessment carried out. Anne Westover raised concerns that no correspondence had been received from SCDC in respect of the second consultation of the Draft Local Plan.

8. Car Park Location

The Chairman reported a Sub-Working Group of the Traffic & Parking Working Group had carried out some work in respect of this matter and to which Colin Owens gave further details. Colin Owens reported a document was in the process of being produced and this would provide objectives and aims for finding a suitable site for a Long Stay Car Park. Colin Owens gave in-depth information regarding this document and reported a review process had been carried out for all the areas that were considered for use as a Long Stay Car Park including the pros and cons for each of these sites and confirmed this document would be finalised within the next few weeks.

Colin Owens confirmed the highest ranked and preferred site was the Mill Lane site. Anne Westover stated she could not support this site as she did not feel it was deliverable to which she gave details. Stephen Brown stated there should be a policy approach and for a new car park and the Committee could state the possible locations and refer to the work carried out by the Sub-Working group as evidence. The Chairman thanked Colin Owens for his report and it was agreed the Chairman would liaise with Chris Bowden, Navigus Planning for guidance in respect of the appropriate policy wording. **Action 43.5 - Chairman to liaise with Chris Bowden.**

9. Programme and Open Day

There was a brief discussion and it was agreed the Open Day would be held on Friday 22nd February 2019 from 2:00 – 8:00pm. **Action 43.6 – Jo Peters to book Village Hall.** The Chairman stated in spite of agreeing this date for the Open Day this would not be able to be held until the report had been received from SCDC and any changes had been implemented.

10. Budget Update

It was agreed that Jo Peters should call Locality in order to ask for an extension in respect of the date this round of funding was due to be spent. **Action 43.7 – Jo Peters to liaise with Locality.**

11. Any Other Business

The Chairman reported he had recently had a telephone conversation with AECOM regarding the Neighbourhood Plan Health Check and advised this Health Check would then take the Neighbourhood Plan forward to Regulation 14 stage.

SCDC Draft Local Plan – Stephen Brown, SCDC reported on the forthcoming draft Local Plan Consultation. He confirmed some of the allocation sites had been increased and reduced in numbers to which he gave details. The Chairman reported the SCC 2015 Parking Guidance was being referred to within the Neighbourhood Plan but stated he was disappointed to see this guidance was not being referred to within SCDC’s Draft Local Plan where residential development was concerned. It was also noted there were some corrections required in respect of the Pettistree site within the draft Local Plan.

It was agreed a further meeting for selected Committee members would need to be held prior to the next Committee meeting in respect of plans for the Open Day. It was agreed this meeting should be held at the end of January 2019. **Action 43.8 – Chairman, George Hering, Ray Lewis to attend this meeting.** It was agreed the Open Day should be advertised widely including Facebook, Parish Newsletter, round robin e-mail and websites. **Action 43.9 – Chairman to compile Chairman’s update and include notice of the Open Day to submit to the Parish Newsletter.**

Anne Westover raised concerns regarding the planning application received for Simons Cross Allotment site and stated no Planning Statement had been included.

12. Date of next meetings

The next Neighbourhood Plan Committee meetings will be held on Tuesday 12th February and Tuesday 12th March 2019.

There being no further discussion the Chairman formally closed the meeting at 9.30pm.

Signed:.....

Dated:.....