

HASSOCKS PARISH COUNCIL

Minutes of the Neighbourhood Plan Working Group Meeting held on Thursday 14 November 2013 at 7.30 pm in the Parish Centre, Adastra Park, Hassocks.

Present: Paul King (Chairman) Bill Hatton
David Cumberland Judith Foot
Steven Ecroyd Penny Wadsworth (for items
Geoff Copley 1-9)

Clerk: Linda Baker

1. **Apology For Absence.** Peter Gibbons.
2. **Declarations of Interest.** None.
3. **Minutes of the Meeting held on 17 October 2013.** The minutes were taken as read, agreed by the meeting, and signed by the Chairman as a correct record.
4. **Resolved that items 5-8 should be treated as confidential and the public invited to withdraw.** There were no members of the public present.
5. **Scoping Report and Sustainability Appraisal.** A draft had been prepared.
 - The SWOT analysis would be incorporated.
 - Judith Foot would forward the narrative on Ancient Woodlands for inclusion,
 - Paul King would submit an item on schools for inclusion
 - Appendix A would be added

A copy of the revised draft would be sent to Andrew Marsh at MSDC, and circulated to members.

At the meeting on 19 November 2013 with Andrew Marsh on the Scoping Report the object would be to test if the work done to date was in line with what would be expected, and what the next steps should be. This would inform the discussions with prospective consultants, and help the committee develop a timeline for production of the Neighbourhood Plan.

6. **Draft Plan.** Steven Ecroyd had reviewed the draft to make it consistent.
 - There would need to be some links between policies
 - the narrative tense needed to be reviewed
 - Geoff Copley would obtain up to date figures for the Weald for inclusion in the section on PPG17
 - Geoff Copley would reorder the Transport section.
 - Paul King had drafted a section on Business/Economic Policies, and would send to Steven Ecroyd for inclusion

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- An Introduction would be needed
 - Steven Ecroyd would adjust the figures in Leisure & Recreation for the latest population figures
 - The committee would start to collect photographs for selection and inclusion in the final version
 - The proposals on a one way system, and 20m hour zone for Parklands Road would be left in for consultation
 - Steven Ecroyd would review the revised plan and the additional information for consistency
- 7. Meeting with Consultants.** After the meeting with MSDC the consultants attending for discussions on 28 November 2013 would be sent a copy of the draft plan and Scoping Report. Members would email suggestions for the questions to be raised with the consultants.
- 8. Timeline for 2014 and Public Consultation.** Paul King would distribute copies of a template timeline. The timeline could be developed following the outcome of meetings with MSDC and consultants.
- 9. Communications Strategy.** MSDC would be asked for advice on formulating a communications strategy. With regard to the approach from the HAA, which had set up its own Neighbourhood Plan Working Group, Paul King would contact Roy Ticehurst to invite the HAA group to meet the committee before the next Working Group meeting, so that the councillors could outline the process which had been followed to date, and what was required to produce a Neighbourhood Plan.
- 10. Meeting Dates.** Dates for 2014 were agreed:
- 23 January
 - 27 February
 - 27 March
 - 24 April
 - 22 May
 - 26 June
 - 24 July
 - 25 September
 - 23 October
 - 27 November
- 11. Date of Next Meeting.** 19 December 2013 at 7.30 pm. (Note: An informal pre meeting would be held with HAA representatives at 6.30 pm.)

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There being no other business, the Chairman closed the meeting at 9.10 pm.

Chairman..... Date.....