

HASSOCKS PARISH COUNCIL

Minutes of the Neighbourhood Plan Working Group Meeting held on 28 August 2014 at 7.30 pm in the Parish Centre, Adastra Park, Hassocks.

Present: Paul King (Chairman) Peter Gibbons
Steven Ecroyd David Cumberland
Bill Hatton Ian Credland
Judith Foot Penny Wadsworth
Geoff Copley

In attendance: Dale Mayhew, Dowsett Mayhew

Clerk: Linda Baker

- 1. Apology for Absence.** An apology for absence was received from Georgia Cheshire.
- 2. Declarations of Interest.** None.
- 3. Minutes of the Meeting held on 24 July 2014.** The minutes were taken as read, agreed by the meeting and signed by the Chairman as a correct record.
- 4. Questionnaire Results : Update.** 192 questionnaires had been returned, and Geoff Copley was updating the graphs of the results, which would be ready for the Open Days. He would send Paul King copies of the revised graphs which would be incorporated into the hand out material for the open days and put on the HPC website.
- 5. Housing Needs Assessment: Update.** Dale Mayhew reported that he and Ian Credland had met Mark Bristow at MSDC on 4 August 2014. MSDC would be consulting on the draft District Plan in October/November 2014, and indications were that the housing number would not change, at 10,600, but that this would now have to be delivered in a shorter time period. It was likely that MSDC would be looking to parishes to take a proportion of the total, based on size, but this did not take account of any constraints on the ability of parishes to deliver housing numbers to meet these targets. It was clear that the parish would need to take some new development, but would need clear evidence to justify the housing numbers included in the Neighbourhood Plan.
- 6. Open Days 19 and 20 September 2014.** The Working Group:
 - Agreed to accept the quotation from 4Print & Design Hove for printing the posters and material for the open days
 - Judith Foot would confirm the numbers and sizes required for the poster printing and slides, and confirm where the posters were to be distributed

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<ul style="list-style-type: none"> • Approved the poster design as forwarded by Georgia Cheshire • Agreed the purchase of three A boards • Geoff Copley would finalise the slides for display, taking account of final comments from working group members, and forward these to the parish office for printing (colour/A3) • The HPC banner would be put up parallel to the Adastra Hall on 19 and 20 September • Paul King would draft a hand-out to be given to all those attending the event • A draft rota for the day had been circulated • Paul King would brief councillors before the event on the purpose, background and information to be given to residents on the Neighbourhood Plan • Paul King would draft an article for the Mid Sussex Times and the Leader publicising the event • Arrangements would be made for someone to record the number of visitors on both days with a “clicker”, and ask visitors to leave their email address if possible • Judith Foot would confirm with the parish office the stationery required, e.g, pens, post it notes • A sheet for comments by the public would be prepared for copying • The display boards would be photographed before the event as a photographic record, together with some general shots while the event was taking place • Tea and coffee would be provided for councillors manning the event • Penny Wadsworth would arrange the display of the posters in the village • Penny Wadsworth would take the A boards to Hassocks Station, Hassocks Health Centre, Hassocks Pet Shop and the Adastra Hall for display, and one would be placed in the Parish Centre • Name badges would be provided for councillors and WG members attending the event • The Parish Office would set up a mechanism for recording the public consultation process as evidence 	<p>C</p> <p>GC</p> <p>C/RH</p> <p>PK</p> <p>PK</p> <p>PK</p> <p>JF</p> <p>JF</p> <p>JF</p> <p>JF</p> <p>JF</p> <p>PW</p> <p>PW</p> <p>C</p> <p>C</p> <p>C</p>
<p>7. MSDC Housing Supply Document: Updated Sites in Hassocks The sites were noted.</p>	
<p>8. Publicity. It was agreed that the parish council needed to improve its corporate image and means of doing this would be discussed by the Policy, Resources and Communications Committee.</p>	
<p>9. Date of Next Meeting. 25 September 2014 at 7.30. (The Vision and Objectives for the NP Plan would be considered and agreed at this meeting).</p>	<p>P,R&C</p>

There being no other business, the Chairman closed the meeting at 9.15 pm.

Chairman.....

Date.....