

WEST CHILTINGTON PARISH COUNCIL
Neighbourhood Plan Steering Group #16 Meeting
at 5.00 pm on Thursday 30th March 2017
Venue: Parish Council Reading Room

Present: Councillors R Gustar & S Davis, Parish Clerk, Anna Chambers; Maureen Chaffe and Judy Fryer

1. **Appoint Chairman for the meeting** - Bob Gustar was appointed
2. **Apologies for absence** - Apologies were received from Marshall Monks
3. **Declarations of interest** - The Neighbourhood Plan Steering Group Committee can only make proposals, not decisions on matters relating to the Neighbourhood Plan so the need to withdraw from meetings or refrain from voting does not arise. Any such proposals will be referred to the parish council for decision.
4. **Final Review of Policies**

Policies were reviewed with notes/actions below;-

- Possibility of a Community Land Trust to be set up for housing within the village
 - Land at East Street - target homes nearby with a mail shot
 - **JF** to confirm how many new houses have been built in West Chiltington in the last 5 years
 - Updated version of the BUAB received from HDC
 - **RG** visited Crossway 3 times but unable to raise a response - will write
 - Settlement separation zone between the common and the village agreed
 - **SD** to look at Sussex Bio-diversity information and cross reference to bio-diversity corridors
 - **MC** to update SEA with new policies
 - **RG** to mark sunken roads and Stream Lane on a map
 - Sustainable Movement - to include
 - The Community Infrastructure Regulations state that: Any monies received through the levy is meant "to support development" of the area, including funding towards "the provision, improvement, replacement, operation or maintenance of infrastructure" or "anything else that is concerned with addressing the demands that development places on an area".
Funds collected under the provisions of the Community Infrastructure Levy will be targeted at the following schemes:
ideas to go to MC
 - **MC** to include within the policy information regarding CIL funds being put towards traffic calming measures/restoration of bus shelters/community centre. Any additional items to be included to be emailed to MC
 - Assets of Community Value forms to be completed by **MC & AC**
 - Green Spaces - to include the allotments, pond in Southlands Farm and the woods by Little Haglands
 - Include a banner within the media plan
5. **To consider use of the remaining consultancy hours available with AiRS**

MM to contact AiRS and ask them to review their original Housing Needs Survey to comply with the AECOM Housing Needs Assessment for Neighbourhood Plan document provided by HDC. **Timescale required.**

6. Identify & agree next steps

- Updated draft of Neighbourhood Plan to be sent to Councillors for review.
- Draft Neighbourhood Plan to be reviewed and agreed by the Parish Council at the April meeting
- NP then to be sent to HDC and the list of statutory consultees.
- AC to re-apply for NP grant

Media Plan

- Have on-going display set up in Reading Room for residents to view whilst office open
 - Leaflet drop in Sussex Local
 - Article to be included in Parish Magazine & The Bulletin
 - Leaflet/newsletter to go out to pupils/parents at WC Primary School & Montessori Nursery
 - Leaflets to be available in Village Hall, Church, NISA Stores, Post Office Stores
 - Posters to be placed around the village
 - Information on website and Twitter
 - Survey to be on website with paper copies being available at other venues
 - Banner to be placed at Recreation Ground
- Website to be tidied up - MC/AC

8. Date of next meeting

TBC

Actions for the future

To look in to Article 4 for Wells Cottages