

**WEST CHILTINGTON PARISH COUNCIL**  
**Neighbourhood Plan Steering Group #20 Meeting**  
**at 5.00 pm on Thursday 26<sup>th</sup> October 2017**  
**Venue: Parish Council Reading Room**

**Present:** S Davis, R Gustar, M Monks, Parish Clerk, Anna Chambers; Maureen Chaffe, Process Matters

- 1. Appoint Chairman for the meeting** - M Monks was appointed
- 2. Apologies for absence** - no apologies received
- 3. Declarations of interest** - The Neighbourhood Plan Steering Group Committee can only make proposals, not decisions on matters relating to the Neighbourhood Plan. Any such proposals will be referred to the parish council for decision.
- 4. Identify & agree next steps**
  - Letter drafted to HDC in response to their letter
  - Response list to Regulation 14 completed
  - Narrow Lanes - photographs still required - SD
  - Southlands Farm Pond Wildlife - Sussex Wild Life Trust to complete - SD to follow up
  - Housing Needs Assessment - to be continued
- 5. Date of next meeting**

Thursday 9<sup>th</sup> November 2017, 5,00pm.