

WEST CHILTINGTON PARISH COUNCIL
Neighbourhood Plan Steering Group
Notes of #10 Meeting
at 5.00 pm on Thursday 15th December 2016
Venue: Parish Council Reading Room

Present: Councillors S Davis, R Gustar, D Weaver and M Monks; Parish Clerk, Anna Chambers; Maureen Chaffe and Judy Fryer.

1. **Appoint Chairman for the meeting** - Marshall Monks was appointed
2. **Apologies for absence** - Apologies for absence received from Councillor T Kensett
3. **Declarations of interest** - Councillor Monks and Judy Fryer declared an interest whilst discussing 'Assets of Community Value'.
4. **Review of feedback from open event and determining work programme to achieve submission in Spring 2017** - The Chairman advised of the processed used to give feedback to the Council regarding the Neighbourhood Plan Open Event. It was very well attended with 147 people signing in.

Housing

Criteria for site allocations is to be revised and need to ensure that all sites are considered.

Community

Further to the feedback received from the NP Open Event a list of Assets of Community Value to be made.

Assets of Community Value are to be listed on the website.

It was **RESOLVED** to designate the following to be listed as Assets of Community Value: -

- NISA Local, Haglands Lane
- Post Office Stores, Church Street
- The Five Bells
- The Queen's Head
- The Roundabout Hotel
- West Chiltington Village Hall
- The Sports Pavilion
- The Playing Fields
- The Reading Room
- The Church Hall

Car parks are to be plotted on a map. All car parks mapped are to remain as car parks.

Bio-diversity

Policies to be considered will include Conservation & Heritage with particular reference to the Wells Houses.

Communication

Communication with the parishioners needs to be continued, along with Nyetimber and Harwoods.

Current Neighbourhood Plan

The existing NP is poor in terms of what it conveys to the examiner. MC will rewrite the first part of the plan to update.

5. Review draft letters in response to communication received

It was **RESOLVED** that MC draft responses to the letters received, MM to approve before sending.

6. Feedback from meeting with MC, JF and Julian Rose

MC advised of meeting at West Chilton Community School.

Hatches House and Hatches Estate were both viewed in relation to future parking facilities.

MC to take an assembly for the children to promote IRecord and to talk to them about future development in the village.

The School is keen to develop liaisons with the Parish Council.

7. To consider use of the remaining consultancy hours available with AiRS

MC to put a proposal together on how best AiRS can help with the NP.

8. Identify & agree next steps

Next meeting to go through comments and consider Heritage issues.

Response needed for Character Assessments.

DW, BG, MM & SD to complete a Character Assessment. MC to send out a form to be completed.

9. Date of next meeting

Thursday 19th January 2017 at 5.00pm - Heritage (to include meeting at 6.00pm with Norman Kwan, HDC Neighbourhood Planning Officer and Catherine Howe, HDC Principal Planning Officer)

Thursday 2nd February 2017 at 5.00pm - Housing

Thursday 16th February 2017 at 5.00pm - Bio-diversity