



North
Mundham
Neighbourhood
Plan

Neighbourhood Development Plan Steering Group

Minutes of the meeting of the North Mundham Neighbourhood Development Plan Steering Group held on 3rd September 2019 in the small hall at North Mundham Village Centre which commenced at 18.00

Present: Mr John Ashley (Chairman), Cllr. Peter Stephens (Vice Chairman), Cllr. Tim Russell, Cllr. Annie Maclean, Mrs Sally Rodwell, Cllr. Peter Stephens, Mr Dave Waldren, Ms Hannah Jenkins and Ms Katie Stuart.

In attendance: Mrs Louise Chater (Parish Clerk).

90.19 PUBLIC QUESTION TIME

None.

91.19 APOLOGIES AND REASON FOR ABSENCE

None.

92.19 CODE OF CONDUCT

1. Declarations of Interest of items included on the Agenda - none
2. Dispensation Request - none

93.19 MINUTES

On a proposal by Mr Dave Waldren, it was RESOLVED to adopt and sign the minutes of the meeting held on 2nd July 2019; this was duly completed.

94.19 STATE OF THE PARISH REPORT

Further amendments in relation to grammatical errors and spelling mistakes will be addressed on the final issue. It was agreed that all the reports from the working parties would be with Mr Dave Waldren by 24th September 2019 Mr Dave Waldren will provide a draft report for the meeting on 1st October 2019.

95.19 PROJECT PLAN REVIEW

The Chairman advised that he had written to AIRS requesting clarification on the timetable of the work they are currently working on. The Steering Group are currently on target, but this is likely to slip in the next couple of weeks to ensure the work is completed to the standard required.

96.19 PARISH-WIDE SURVEY

The Chairman thanked everyone for delivering the survey, it was noted that the response on the door was generally positive.

97.19 WEBSITE - status report including completeness, Hits & Subscribers (RS)

The website is not receiving that many "hits" however, this may improve as more information is uploaded.

98.19 GALA DAY EXHIBIT

The Chairman reported that the stand did not receive an enormous number of visitors, however, those that visited the stand did stay and talk for a long time.

99.19 WORKING GROUPS - update from lead member

Mr Dave Waldren agreed to collate the reports and requested that all reports use the agreed template.

1. Housing (TR) - Cllr. Tim Russell has reviewed the form provided by AIRS for the potential site review. He needed to seek clarification from AIRS on which section of the form the working group are due to complete. It was agreed that the Clerk request the housing number on the District Council housing list.
2. Natural Environment (KS) - Ms Katie Stuart has commenced work on the report which will be far too comprehensive to include in the state of the parish report. It was agreed that Ms Katie Stuart would provide an extract for state of the parish report. The full report will be submitted to the inspector.

It was agreed that the following habitat site surveys would be carried out by:

Cllr. Tim Russell - North Mundham Lakes

Mr Dave Waldren - Pagham Harbour

Cllr. Peter Stephens- South Mundham

Cllr. Annie Maclean - Runcton

The Chairman will provide the area information and a briefing.

3. Community Services (SR/HJ) - Mrs Sally Rodwell reported that they were working on the document, it was agreed that the report needed to include information on both the youth and senior age groups.

It was noted that if a new housing site was built with an excess of 20 properties the site will have a dedicated fibre broadband cabinet and fibre directly to each property.

100.19 PUBLICITY

The next key date is public events to publicise and consult on the State of the Parish and draft vision statement.

Consultation events provisionally booked in the small hall on 23rd November 2019 9.00-13.00 and 10th December 2019 17.30-20.00

101.19 FINANCE & GRANT APPLICATION

1. Budget and expenditure report -attached
2. Grant funding the clerk reported that the grant for £9000.00 had been received in full from Locality.

102.19 ITEMS FOR REPORTING AND INCLUSION OF FUTURE AGENDAS

None.

103.19 EXTERNAL MEETINGS

None.

104.19 EXTERNAL CORRESPONDENCE

None.

Meeting closed at 18.44

Signed: _____ Chairman North Mundham Neighbourhood
Development Plan Steering Group

Dated: _____