



## Neighbourhood Development Plan Steering Group

Minutes of the meeting of the North Mundham Neighbourhood Development Plan Steering Group Meeting held on 7<sup>th</sup> October 2020 which due to the Coronavirus restrictions took place online at Microsoft Teams and commenced at 19.00.

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

**In attendance:** Mrs Louise Chater (Parish Clerk)

### 107.2020 PUBLIC QUESTION TIME

None.

### 108.2020 APOLOGIES AND REASON FOR ABSENCE

None.

### 109.2020 CODE OF CONDUCT

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

### 110.2020 MINUTES

On a proposal by Cllr. Maclean, it was RESOLVED to agree and sign the minutes of the meeting held on 2<sup>nd</sup> September 2020.

### 111.2020 PROJECT PLAN REVIEW

No changes and still expecting to receive from AIRS the first draft of the plan within the next few weeks. It was noted that the working group reports would be appendix to the plan.

### 112.2020 SCOPE OF PLAN

The Scope of Plan has been submitted to Chichester District Council and the six-week consultation period ends on 29<sup>th</sup> October 2020.

**113.2020 WORKING GROUPS** - The documents remain as live documents and may need to be updated in due course.

1. Housing (TR) version 8 has been prepared. Concern was raised that due to the number of applications coming forward it might be preferable to have a separate design standards document. It was highlighted that this document could not be used as supplementary planning guidance as it has not got a document to be associated with. However, this could be used to guide the parish council but until the neighbourhood plan came nearer to fruition then it could be incorporated into the plan. It was noted that the parish does not have a clear architecture or design and there is practically every style of design over the last hundred years. It is less about the property design; it is more about how the developments sit within the village and to prevent the new developments being isolated and not connecting to the existing development areas, therefore it was agreed that it would be more suitable to produce a list of design principles. It was agreed that

- Cllr. Russell with the assistance of Cllr. Stephens would update the working report to incorporate these concerns. Cllr. Russell to review the development sites in the call for sites and the wording in relation to affordable housing.
2. Natural Environment (KS) report has been significantly updated however the plans will be added at the last minute, or they may need to be separate annex documents to make the document more useable. It was agreed that Ms Stuart would provide a layperson definition of landscape capacity for example is high capacity good or bad.
  3. Community Services (SR/HJ) Mrs Rodwell continues to investigate the issues surrounding sewage and drainage. However, the National Planning Framework Policy prevents lack of infrastructure being a reason for to refuse development and Southern Water are required to connect to any development and infrastructure improvements always follow development. Therefore, it was agreed that this was a Parish Council issue rather than a neighbourhood Plan issue.

The updated reports would be shared with AIRS once the first draft plan has been received.

#### **114.2020 PLANNING GAIN**

1. Community Hub - It was noted the timescale is to make a decision on whether to proceed with a Community Hub is February 2021. It is very unfortunate that we have to carry out this process during the Covid-19 restrictions as ideally we would be holding consultation events to ascertain the views of resident and it is important to understand what facilities and services the village hall offers and what the parish might need, however it was agreed that the building would need to be flexible to adjust to changing needs. To enable the production of the business plan the working group need to determine the activities, facilities and level of staff required. Confirmation will be required from the developer to the level that the building is kitted out. The working group needs to investigate further funding opportunities.

The developer has confirmed that they are happy to build the hub off site; the Clerk highlighted that the parish Council do not own the playing field and the Playing Field Trust have governance documents registered with the Charity Commission which guide the activities on the site. The developer confirmed that they would not place additional housing on the proposed site of hub.

The Hub would be an additional facility for the parish it would mean that consideration should be given to unified<sup>[LC1]</sup> management of The Hub, Village Hall and Pavilion.

The working party will provide a report on the needs by 4<sup>th</sup> November and the draft business plan will be produced by 2<sup>nd</sup> December.

It was agreed that the Chairman would draft an article for Mundham Monthly, Connect, Facebook, the website and parish council mailchimp mailing list.

#### **115.2020 PUBLICITY AND COMMUNITY ENGAGEMENT**

Nothing further to report.

#### **116.2020 FINANCE REPORT**

1. Expenditure to Date amounts to £14,615.27
2. Locality Grant - Expression of Interest application was accepted and the grant application in the sum of £9350.00 has been submitted. The Clerk has spoken to the assigned Locality officer and although Chichester District Council response

to guidance on if an SEA and HRA were required only stated an SEA was likely to be required, the Locality Officer has advised that he is of the view that an HRA is highly likely to be required, therefore he will progress this application at the same time. The Locality Officer has advised that either a telephone conference or an online meeting is required at the earliest opportunity with AECOM. It was agreed that the Clerk, Ms Stuart and the would attend this meeting and they would provide the Clerk with their availability for two weeks commencing Monday 12<sup>th</sup> October.

**117.2020 ITEMS FOR REPORTING AND INCLUSION OF FUTURE AGENDAS**

Cllr. Russell reported on the Planning Consultations being carried out by the Government of particular concern is the algorithm being used to determine housing number which if brought forward would have a devastating effect due to the number of properties which would be assigned to the District. The consultation also proposes to increase the number of properties to 40-50 properties before the need to provide affordable housing, although this proposal does not affect rural areas. There is an additional proposal to divert some of the affordable housing allocation to a scheme for first time buyers.

The Government White Paper Consultation is likely to change the focus and reduce the influence of the local plan and neighbourhood plans.

**118.2020 EXTERNAL MEETINGS**

None.

**119.2020 EXTERNAL CORRESPONDENCE**

It was noted that Chichester District Council had issued the updated Housing and Economic Land Available Assessment, due to the number of sites included in the document that are designated as developable it could cause a lot of concern to the local residents, however being included in the HELAA does not necessarily mean permission will be granted for a site put forward for development.

There being no further business the meeting closed at 20.42

Signed: \_\_\_\_\_ Chairman North Mundham Neighbourhood Plan Steering Group

Dated: \_\_\_\_\_