**Chidham Hambrook Nutbourne East**

**Neighbourhood Plan Steering Group**

**8th February 2021 via Zoom Videoconferencing**

**MINUTES**

**Present:** Stephen Johnson, Keith Dimon, Andy Collins, Jane Towers, Andrew Kerry-Beddell, Sue Bramwell-Smith, Andrew Sargent, Philip MacDougall (Chair), Bruce Garrett, Jon Herbert – Troy Planning.

**Apologies:** Rachel Perri, Peter Bolton.

**Honorary Secretary**: Lisa Wilcock.

*Meeting commenced at 1930hrs*

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| 155/21 | **Apologies**  Rachel Perri. |  |
| 156/21 | **Declarations of Interest**  None. |  |
| 157/21 | **Approval of minutes**  Minutes approved. |  |
| 158/20 | **Review of Draft Interim Neighbourhood Plan**  i) The group discussed the **Draft Interim Neighbourhood Plan** and the draft site selection summary and whether it was appropriate to give the first draft of it to CDC before the meeting at the end of February. The group asked advice on whether this affects current planning applications which are included within the NP site selection process. It was advised that the document would enable the group to have an informed discussion with CDC. The evidence that the document is based upon is important to any planning challenge the Parish Council may have.  ii) Noted that the technical data used to formulate the NP is important and should now be issued and used.  iii) AKB asked Troy Planning to update the map issued in 2019 to show the current available land. **Action** AKB to contact JH after the meeting to discuss.  It was **agreed** that the group would recommend to the Parish Council that the document should be sent to CDC prior to the meeting arranged on 23 February.  It was **proposed** that the Interim NP and Site Summary Paper with confidentiality watermarks should be considered by the Parish Council to be copied to CDC prior to the meeting on 23 February. **Resolution** was passed with one abstention.  **Action** Chair to send to Parish Councillors with a deadline of 7pm Wednesday 10 February for agreement Clerk to issue documents to CDC after approval. [Post meeting note: Parish Councillors voted unanimously to circulate the two documents mentioned above to the CDC Planning Officers in advance of the meeting on 23 February] | AKB  Clerk  PMacD |
| 159/20 | **Q and A session with Jon Herbert**  Questions were asked during agenda item noted above. |  |
| 160/20 | **Implications of CDC OFWAT letter**  Ongoing situation. Noted that the letter sent by CDC has only been acknowledged at this point. A response from the MP is expected. Item to be carried to next meeting for an update. |  |
| 161/20 | **Policies update**  SJ, BG and JT worked on policies and sent them to the group for comments. **Action** members of the group were asked to comment on the draft document. The document is still at draft stage and will be updated further after group suggestions . | All |
| 162/20 | **Scheduled CDC meeting with Toby Ayling**  It was **agreed** following discussion that results from the residents’ survey will be issued to CDC. **Action** JH to speak to JT outside of the meeting to put together an agenda for the meeting with Toby Ayling on 23 February. | JT/JH |
| 163/20 | **Any Other Business**  Noted that on 2 March CDC are expected to review their 5 year housing supply.  Noted that that Interim Planning Statement should say ‘Position Statement’. Action JT to ensure this update to the document has been done.  It was **agreed** that an update post meeting with Toby Ayling will be issued to the group in advance of the next meeting on 8 March.  The group thanked Jon Herbert for his work. | JT  PMacD |
| 164/20 | **Next meeting 8th March 2021 at 7.30pm.** |  |

*Meeting closed 2053hrs*