**Chidham Hambrook Nutbourne East**

**Neighbourhood Plan Steering Group**

**9th May 2022 via Zoom Videoconferencing**

**MINUTES**

**Present:** Philip MacDougall (Chair), Stephen Johnson, Keith Dimon, Andrew Sargent, Sue Bramwell-Smith, Jon Keynes, Bruce Garrett.

Apologies Jane Towers

**Honorary Secretary**: Lisa Wilcock.

*Meeting commenced at 1930hrs*

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| 290/22 | **Apologies**Jane Towers |  |
| 291/22 | **Declarations of Interest**None. |  |
| 292/22 | **Approval of minutes of the meeting held on 7th March 2022**Approved. |  |
| 293/22 | **Matters from mins that are not on the agenda** |  |
| 294/22 | **Opening remarks by Chair**Nothing to add. |  |
| 295/22 | **Matters not on the agenda that the Chair considers need to be added at short notice.**Nothing to add. |  |
| 296/22 | **Feedback from meeting with Tony Whitty and Andrew Frost** SJ and JT went to the meeting SJ debriefed the group also notes from the meeting were distributed in advance of the meeting. The group had two 2 objectives, one was strategy regards NP and second was to pick up any information relevant to the group. Housing allocation was pressed and the response from CDC was very different from previous meetings. Members felt that the allocation of 500 houses was definitely going to be reduced but this had not been formally confirmed. CDC accepted that the group were taking the right approach and there may be a housing number at a stage in the future with a timetable associated with that number, so for example the figure might be spread over a large period or it could be pushed to the rear end of the period. Wastewater is still an issue and this will all take time. The NP is expected to be completed shortly after the publication of the LP. A question was raised over why the LP is delayed as it is suspected Highways reports may be holding it up. Noted that Mr Whitty was going to send a document out to the group but not been received yet. Noted that Southbourne Parish Council have withdrawn their NP. The group noted that they are ahead of the LP.  Noted that the final parish housing allocation numbers have not yet been determined by CDC.  |  |
| 297/22 | **Questionnaire returns and presentation of returns to public*** + **Paper copy distribution a possibility.**
	+ **Verbally at the Annual Parish Meeting to be held on 26 May 2022 in the Village Hall**

Chair would like someone to debrief the public on the questionnaire at the annual parish meeting. Also the group talked out doing an interim-type document so that the results and can distributed to the public in a similar fashion. The document needs to be put into a final agreed draft before distribution. A document summarising the results was distributed in advance of the meeting but it is in draft form only. The group thanked KD for his hard work on the analysis. Noted that the inspector will analyse the data themselves anyway and the group only need give to them the information. Information to the residents has to be different this will enable the group to give them the outcome of the questionnaire on a piece of paper that will be put into everyone’s letter box. During the Annual Parish meeting a powerpoint slide of about 5 or 6 bullet points on will be provided so people can ask questions. **Action** KD to put a slide together with 5 or 6 key points so residents can ask questions. Chair to ask a member to do the presentation.KD asked that additional points that need to be made can the group please let Keith know and he will factor them in. | KD/PMacD |
| 298/22 | **Timeline**It was **agreed** that a timeline would be added back into the agenda from now one. *Since the meeting the Clerk of the Parish Council copied the group on the last updated timeline that was originally issued by Troy Planning.*  | PMacD |
| 299/22 | **Policy Document Update**It has been a long time since the group discussed policies in this forum and it was felt the group needed to be brought up to date. Noted that a resident has raised their concerns with their own experience with the Parish Council on unadopted roads. Noted that if the running of an unadopted road is not set up property, residents can be vulnerable to high costs in the future. It was agreed that the group need to add a policy on unadopted roads. Noted that at the developer meetings this was addressed and a management committee of residents was the plan going forward which should stop any high costs in the future. Noted that Nitrate neutrality needs to be addressed as a policy. However, it will be in the published Local Plan.. **Action** Additional comments to policies to be submitted within 7 days and to get it to Jon Herbert as quickly as possible.  | KD/SJ |
| 300/22 | **Grant Funding**The new information for the 2022 Locality grant needs to be given to the Clerk of the Parish Council. **Action** SJ to speak to the Clerk following previous application. LW to help complete the 2022 grant application. | SJ/LW |
| 301/22 | **AOB**Noted that the Pallant Homes applications and any objections to it will be handled by the Planning Committee. |  |
| 302/22 | **Date of next meeting Monday** Date of Next Meeting: 7:30pm Monday 6 June 2022 |  |

 *Meeting closed 20:36 hrs*