**Chidham Hambrook Nutbourne East**

**Neighbourhood Plan Steering Group**

**11th July 2022 via Zoom Videoconferencing**

**MINUTES**

**Present:** Philip MacDougall (Chair), Stephen Johnson, Keith Dimon, Sue Bramwell-Smith, Jon Keynes, Bruce Garrett, Jane Towers, Peter Bolton.

**Apologies:**  Andrew Sargent, Jon Keynes.

Meeting will start at 7.30pm with a target finish time of 9.00pm.

**Honorary Secretary**: Lisa Wilcock.

*Meeting commenced at 1930hrs*

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| 303/22 | **Apologies**  Andy Sergeant, Jon Keynes. |  |
| 304/22 | **Declarations of Interest**  None. |  |
| 305/22 | **Approval of minutes of the meeting held on 9th May 2022**  Approved. |  |
| 306/22 | **Matters from mins that are not on the agenda**  None. |  |
| 307/22 | **Opening remarks by Chair**  None. |  |
| 308/22 | **Matters not on the agenda that the Chair considers need to be added at short notice.**  None. |  |
| 309/22 | **Flyer distribution and summary document of residents’ survey.**  Flyers are being collected 12th July 2022. There is a rota for the distribution of flyers. There are 50 copies of the larger document. Most will go to the Post Office and the rest distributed to Parish Councillors.  KD returned the completed questionnaire to the archives store, destroyed spare questionnaires, SAVE OUR VILLAGE posters to be kept in archive, ‘Have your Say’ to be destroyed, destroy the flyers referring to Pallant Homes, questionnaire from Interim Strategy document to be destroyed, keep the results colour booklets. 6 spare copies of Interim Strategy document to be archived. 50 copies spare from the survey which were free of charge because of a printer overrun are to be destroyed. ‘Short Attitude’ survey changes to the residents’ completed questionnaire are to be kept in the archives.  All the bits cut out from questionnaire with the further update and everyone’s email on the list are to be passed to the Clerk so that the list of participants can be crossed checked with the current PC email list of accepting residents.  Noted that although this is not part of the NP process there is a Bourne Community Bus timetable flyer for Chidham and Hambrook residents available via Andrew Kerry-Beddell and this will be distributed with the flyers.  It was **agreed** that the archives would be stored temporarily at the Village Hall in a cupboard but a permanent archive storage location is yet to be found. |  |
| 310/22 | **The Way Forward**  The group acknowledged that they need to act quickly once they have the parish allocation. Noted that if Pallant Homes Appeal is granted, this along with the other developments will take the Parish over its expected allocation. Noted that the PC, despite reminders, has not received any formal written evidence of the Parish allocation for houses as promised by CDC. Noted that CDC are reconsidering Southbourne allocation.  It was **agreed** that the group will go back to Mr Frost and Mr Whitty because they promised the revised allocation during this summer but talk is that this may not happen. Letter to be sent to them to chase this. **Action**: JT and SJ to draft a letter to them also to address the ‘Service Village’ and Hierarchy Ranking of 5/16 issue as discussed. | JT/SJ |
| 311/22 | **Policy Document – Next Point of Immediacy**  Policy document has been circulated with no further changes but Jon Herbert has made some comments to the document. SJ went through the comments. The group discussed the need to promote sustainable transport (which needs clarity) on roads as part of the policies. The idea is to promote any transport rather than cars as a mode of transport. A small group will be formed to review again the Dec 2021 version of Policies and then share with the NPSG. Appeal Inspector Christine Downs from HM Inspectorate stated as part of the Scant Road West Appeal that she sees the parish capable of sustaining 118 homes. For the Pallant Homes Appeals, Landscape and Environment would be the main focus of the CDC defence.  The group discussed the need to broaden their focus beyond just |Policies so that if the allocation is received in November, they are prepared for it.  The group discussed the ‘Service Village’ designation and whether this needs to be part of the introduction and how the group do not agree with it. A small group was formed who will report back to the main NP group with their progress. The group is to be led by SJ along with JT, BG. Noted that descriptive text as to the background to the Policies also needs to be written. Action SJ to organized first sub meeting. | SJ |
| 312/22 | **2022-23 Grant funding from Locality**  There is a certain amount we can apply for but unlikely to go anywhere near the amount required. The group to apply for a grant £4279 from Locality and extra funding from Parish Council budget and some CIL money that can be used. Troy Planning have been contacted to enquire if there are any extra avenues. The NP group agreed to apply for the grant. **All were in favour.** |  |
| 313/22 | **Neighbourhood Plan Annual Monitoring Report - last year prepared by Stephen**  SJ has started drafting the report but the Clerk indicated that there is no immediate urgency. |  |
| 314/22 | **Timeline.**  Policies document needs to be entered into the timeline. Action LMW to update timeline. Noted Policies document to be completed by November. |  |
| 315/22 | **Date of Next Meeting: 7:30pm Monday 12th September 2022** |  |

*Meeting closed 2059 hrs*