

SHIPLEY NEIGHBOURHOOD PLAN
Steering Group Meeting
Monday 17th July 2017 at 7:30pm, Coolham Village Hall

Minutes

1. Those Present

Nicky Wiltshire (Chair - NW)	Lee Lovett (LL)	Nigel Jupp (NJ)
Stephen Roggendorff (SR)	Ginny de Zoete (GdZ)	Jo Nunn (JN)
Nigel King-Tours, (NK)	Paul Richards (Secretary - PR)	

2. **Apologies** - Mark Beckett, Thomas Hayes, Charles Coombe-Tenant, Gill Hood, Gordon Lindsay, Amanda Jupp.

3. **The minutes of the last meeting** were read and approved by the Steering Group.

4. Review of outstanding actions

- 3 – Troy Planning scope document. PR has now received a redacted version that can be shared with HDC;
- 4 – PR has updated noticeboards and websites;
- 5 – Locality Grant application underway;
- 6 – Vacancies – one offer received. NW has contacted and awaits a response; and
- 8 – PR and NW to meet Norman Kwan HDC on 25th July 2017.

5. **Survey** - NW reported that 222 Community Surveys had been returned from the 556 issued, suggesting a return rate of just over 40%. In general, comments and themes included :-

- **Road Safety** – speeding, driver care & attention, obscured signs & entry points, parking outside schools, problems with cyclists, and noise from motor cycles;
- **Development** – preference for development to be no more than at the current pace, a mix of development type suggestions ranging from affordable housing to retirement homes, overall no strong development themes have emerged;
- **Community** – majority of comments referred to the peaceful and quiet rural nature of the community. Responders did not want this to be spilt;
- **Business** – those businesses outside of the Knepp estate complained about the poor broadband and poor or no mobile phone reception; and
- **Call for Sites (CFS)** – only 4 four applications received. The Group commented that Arun Feeds at Sincox Lane had made a presentation in 2016 and felt that they should be contacted as no CFS application had been received from them. **ACTION** - PR to contact them.

6. **Review of Budget and Locality Grant** – NW has created an updated overall Project Plan to enable the Locality Grant to be completed. **ACTION:** PR to apply for next Locality Grant.
7. **Review of Troy Planning scope of works and next steps** – NW referred to the revised project plan which suggested a completion date of December 2018. Next steps were discussed and the Group agreed that the Key Issues could be assessed once Troy Planning had analysed the Community Survey responses.

NW also referred to the questionnaire circulated at the Community Event in 2016. It was agreed that these responses, together with the more recent Community Survey, should be forwarded to Troy Planning for analysis. **ACTION:** PR to send all Community Survey responses to Troy Planning for analysis.

LL questioned if the contract between Shipley Parish Council and Troy Planning had been signed. **ACTION** – PR to obtain the contract and send to NW.

8. **AOB** - NJ asked if the recent HDC Heritage planning event details had been circulated. These details had been circulated but no members of the Group had been able to attend. **ACTION** - NW will ask Norman Kwan for any updates following this event.
9. **Next meeting** – agreed to be the Andrew Hall, Shipley at 7.30pm on Thursday 7th September 2017.

Meeting closed at 8:00pm