

SHIPLEY NEIGHBOURHOOD PLAN

Steering Group Meeting

Thursday 6th August 2018 commencing 8pm at the Coolham Village Hall

MINUTES

1. Those Present and Apologies

Nicky Wiltshire (Chair - NW)	Lee Lovett (Vice-Chair - LL)
Stephen Roggendorff (SR)	Marilyn Osbourne (MO)
Jo Nunn (JN)	Gill Hood (GH)
Amanda Jupp (AJ)	Nigel Jupp (NJ)
Ginny de Zoete (GdZ)	Paul Richards (Secretary - PR)

Apologies – Nigel King-Tours and Charlie Eustace.

2. Members of the Public – no members of the public were present.
3. The minutes of the last meeting of the 23rd May 2018 were read and approved.
4. Review of outstanding actions - None
5. Local Green Spaces – NW advised that, following the Steering Group's recommendation, the South Downs National Park Authority (SDNPA) had been appointed by Shipley Parish Council to conduct an independent Local Green Spaces (LGS) review. The assessment took place on 26th July 2018.

The draft report, circulated previously to the Group, was reviewed in detail. Following analysis and discussion, the Group **AGREED** with the SDNPA findings that only three of the 10 sites be included in the policy designating areas of LGS. The sites agreed were: -

- LGS1 – Coolham Playing Field (owned by Shipley Parish Council);
- LGS2 – Church Close, Shipley (owned by Shipley Parish Council); and
- LGS3 – Shipley Football Grounds, Dragons Green (Owned by the Knepp Estate).

AJ commented that the SDNPA's LGS site assessment was an independent review based on local parish feedback from the Community Survey. She suggested the designated sites reflected the views of the community. NW advised that an update will be sent to SDNPA with comments as requested.

Once the draft plan and policies had been 'health checked' by HDC, NW advised that the landowners of the designated LGS sites would be written to when the draft plan is submitted for formal consultation. NW referred to the SDNPA recommendation that some of the other sites could be designated as a Local Heritage Assets. **ACTION** - NW agreed to discuss the implication of Local

Heritage Asset designation with the HDC NHP team and update SDNPA with the Group's decision.

6. **HDC Health Check** – NW reported she is still awaiting feedback from HDC's NHP team with regard to the existing Parish Design Statement and the SEA process. Once confirmed, the draft plan can be submitted to HDC. AJ and NJ were concerned by the delay and offered assistance to expedite. **ACTION** - NJ and NW to arrange to meet with senior official at HDCV to expedite feedback.

NW asked the Group if they would like to reconvene and review the HDC feedback. After discussion, the Group **AGREED** that NW can submit the draft plan to HDC, after circulation to the Group, once the feedback had been incorporated into the draft plan by Troy Planning.

7. **Review of Project Plan and Troy Schedule of Work** – NW advised that, given the HDC delays on the requested feedback, the plan will be updated once this has been received and then circulated to the Group.
8. **Review of Budget** – PR provided an update and advised that the budget remains healthy and expenditure is within agreed budget amounts.
9. **AOB** – NJ updated the Group on HDC's response to the revised draft National Planning Policy Framework (NPPF). He confirmed that, providing HDC can evidence a 5-year land supply for housing, 'made' Neighbourhood Plans would only need to be reviewed every 5 years in line with the NPPF review.
10. **Next meeting** – Monday 1st October 2018 commencing 8pm at the Coolham Village Hall

Meeting closed at 20:41.