

**Minutes of the Barcombe Neighbourhood Plan Steering Group
On Monday 8 January 2018 at 7pm
Barcombe Sports Pavilion**

Present:

Alex MacGillivray, Chairman (AMa)
Mandy Markwick, Secretary (MM)
Maurice Heather (MH)
Alan Marler (AM)
Loretta Bosence (LB)
Peter Denison-Pender, Financial Controller
(PDP) – Part
Nicholas Gant (NG)
Tim Parsons (TP)
Annie Ralph (AR)

Apologies:

Cllr Isabelle Linington
Gary Loughlin (GL)
Christine Arbenz (CA)
Ben Bosence (BB)

Item	Points of Business	Action
1.	Apologies	
	Apologies were received from Cllr Linington, Christine Arbenz, Ben Bosence (Loretta Bosence joined the meeting in his place)	
2.	Declarations of Interest	
	None Received.	
3.	Minutes of Meeting held on 5 November 2017	
	Approved.	
4.	Matters arising	
	a) Local Plan Consultative Draft Part 2: queries –AMa said that responses had been received from the Parish Clerk and Chairman in respect of the queries raised. BA1 – It was reported the information dated 2003 had been superseded and it was now considered that evidence showed there was sufficient recreational space in Barcombe. It was agreed that public consultation would have been useful. AM said that he would be arranging to have the	

	<p>entire area measured by an independent chartered surveyor to establish if it adhered to government guidelines. If it is concluded there is not sufficient space a protest will be made.</p> <p>Planning boundaries – AMa said the planning boundary would be moved to accommodate the housing development. A formal submission of Part 2 will be made to the Secretary of State this summer. AMa confirmed that a map detailing this would be made available on Sunday 14 January at the Public Engagement Event.</p> <p>b) Reply to BBM – AMa said he had written to Ian McKay at BBM Sustainable Design to inform him the draft documents would be made available on 14 January 2018. Regarding BBM’s request that the Barcombe Neighbourhood Plan might contain a policy on collaboration/cooperation in developing the three sites together as one rather than three separate units AMa said that he had found that the draft Hillside policy already went some way towards this but it would need to be clarified and strengthened and further deliberation was required. The SG agreed to reserve its position on this collaboration issue.</p> <p>The substantial strip of land (apart from a small section) to the southwest of BA/02, adjoining BA/03 and behind Willow Cottage had revealed that the ownership was previously attached to Barcombe Station under the former owners, whether or not this had been transferred to the current owners needed to be established.</p> <p>c) Design Statement – Completed.</p> <p>d) Hillside site specific policy – AMa said that he had found Anna Cronin’s comments and had forwarded a draft. AMa suggested that it be uploaded to the Community 21 website along with the other documents and also to be available on the Parish Council website. MH said it was important to include a ‘buffer zone’ behind Willow Cottage and this needed to be included in the Neighbourhood Plan.</p>	AM
5.	Public Engagement Event: to finalise general and detailed arrangements	
	<p>NG said that it was very important for the SG to manage expectations at the PEE. The message to all those attending needed to be that although they may put forward a view point it may not necessarily be incorporated into any policies or the Neighbourhood Plan.</p> <p>Publicity for PEE – Completed.</p> <p>Set up – From 10.00am AMa has a key</p> <p>Address to public – AMa and AM at 2.30pm & 3.30pm</p> <p>Announcement Board to be set up in hallway. – NG to put running order on A2 paper.</p> <p>Name Badges – To be displayed by those attending.</p> <p>Refreshments – CA to be present from 2.00pm, MM will assist.</p> <p>Posters – Protection for the floor sorted.</p> <p>Clean up – AMa to discuss with MH</p>	<p>NG</p> <p>CA</p> <p>AMa</p>

	<p>Access to evidence papers – copies of draft documents to be made available.</p> <p>Handout regarding building material – TP & BB to agree and send digital file to NG.</p> <p>Affordable Housing – to be covered at PEE plus any preferred option to be included in the NP.</p> <p>Summary documents in folder – to be made available but not to be removed. AMa to send to NG.</p> <p>Postcards available displaying website addresses, feedback email address, information and milestones.</p> <p>FAQs printed.</p> <p>Map with evidence to display at event – NG & MH</p> <p>Participation for children – provide paper and pens, ask the children what they want the village to look like?</p> <p>Wildlife and water – Interactive activity, place stickers where ponds are located.</p> <p>Social spaces – display walking routes.</p> <p>Infrastructure Map/Key – LB suggested that it might be useful to look at feasibility studies that have been conducted in the past. Have LDC looked into the infrastructure in the village and does Barcombe have capacity for additional housing? TBA in due course.</p>	<p>TP&BB</p> <p>AMa</p>
6.	Matters raised by members	
	None	
8.	Date of next meeting	
	TBC	