

**Minutes of the Barcombe Neighbourhood Plan Steering Group  
On Monday 21 November at 7pm  
Barcombe Sports Pavilion**

**Present:**

Alex MacGillivray, Chairman (AMa)  
 Nicholas Gant (NG)  
 Christine Arbenz (CA)  
 Mandy Markwick, Secretary (MM)  
 Maurice Heather (MH)  
 Alan Marler (AM)  
 Ben Bosence (BB)  
 Tim Parsons (TP)  
 Gary Loughlin (GL)  
 Peter Denison-Pender, Financial Controller (PDP)

**Apologies:**

Leonore Sears (LS)  
 Annie Ralph (AR)  
 Alasdair Smith (AS)  
 Cllr Isabelle Linington

**Did not attend:**

Clare Sisons(CS)  
 Cllr Rosalyn St Pierre

Item	Points of Business	Action
1.	<b>Apologies</b>	
	Apologies were received from Leonore Sears, Alasdair Smith, Annie Ralph and Cllr Isabelle Linington.	
2.	<b>Minutes of the meeting held on 10 November 2016</b>	
	The Minutes were approved.	
3.	<b>Matters arising</b>	
	The main points were summarised:- <ul style="list-style-type: none"> <li>• AMa said that he had been in contact with Anna Cronin and she had suggested that the SG pull together several aspects (covered in points 5 &amp; 6) and keep the Parish Council informed of progression.</li> <li>• Publicity - Andrew Pearce will set up a separate page on the new</li> </ul>	

	<p>Parish Council website for the Neighbourhood Plan. Agendas and Minutes will be posted under this section. Until Minutes have been approved by the SG they will be shown as 'Draft'.</p> <ul style="list-style-type: none"> <li>• Draft Vision – NG has not yet had the opportunity to undertake this task but having exchanged views with BB he is happy to make a start.</li> <li>• Village Shop – AC has said that given Barcombe Cross has a relatively small allocation of 30 houses and that it has other facilities such as the school, several churches, pub, village hall, and a pavilion the shop closure won't make any difference to the number allocated.</li> <li>• Information on new site – AMa distributed the relevant papers to the SG. The land (a portion of the previously designated Site 06BA) North West of village hall has been submitted for inclusion in the 2016 SHELAA. Concern was shown that new sites could mean pressure to build more than 30 houses. The roles of the SHELAA, Local Plan and NP were discussed. AMa reported that AC had prepared a paper on the subject. He would circulate this to members.</li> <li>• Land east of Bridgelands – Ian McKay and Duncan Baker-Brown from BBM Sustainable Design Ltd will be giving a presentation to the Parish Council on 13 December and AM will report back to the SG after the meeting.</li> <li>• AC recommended perusing Arun District Council's website as it provides examples of Neighbourhood Plans which focus on housing – Kingston, Rustington, Aldingbourne, Barnham and Eastergate and East Preston, the latter possibly being a good approach for Barcombe with not knowing which site(s) will be allocated in the LDC Local Plan part 2. AMa emailed papers from AC on evidence gathering and possible approaches to the Barcombe Neighbourhood Plan.</li> </ul>	
4.	<p><b>Declarations of Interest</b></p>	
	<p>Statement and Register of Interests form to be completed and handed to MM for onward submission to the Parish Clerk. Post Meeting – 5 received so far.</p> <p>Dependant on the outcome of the 2016 SHELAA NG and PDP said they may have to reconsider their positions on the SG should sites be identified close to where they are living.</p>	ALL
5.	<p><b>To consider an approach to NP and recommendation to PC</b></p>	
	<p>AMA circulated the paper from AC and went over the various options for how to frame the approach of the NP. After discussion Option 1 was selected with a view by the SG to build on this and in the future upgrade to Option 2 (once the SHELAA is published). It was agreed to push ahead at the earliest opportunity in order to not lose momentum.</p> <p>Option 1 – Include general policies for housing which could apply to any site which is later identified in the Local Plan Part 2. These policies would still be specific to Barcombe, e.g. they could reflect the character of</p>	

	the village and the local needs in terms of house size etc. They could also be written in such a way that they would apply to small sites (e.g. where a house is demolished and replaced, and small "windfall" sites not identified in the Local Plan, house extensions etc.).	
6.	<b>Collect evidence/allocate tasks</b>	
	<p>AMa distributed a paper from AC containing sources of information on issues likely to be of most interest when constructing the NP.</p> <ul style="list-style-type: none"> <li>• <b>Issue 1</b> – What is the demographic character of the parish? What issues does this suggest for the future? AMa said that some NPs copy information from the census with no conclusion, he said that it was important to interpret the data and Barcombe would need to incorporate this into the NP. AMa to undertake this task.</li> <li>• <b>Issue 2</b> – What kind of housing will be needed in future (tenure and type), and will local people be able to afford it? CA expressed an interest in this area. AMa suggested looking on the website 'East Sussex in Figures'.</li> <li>• <b>Issue 3</b> – What sites might be available for housing (and economic) development? Deferred until a later date.</li> <li>• <b>Issue 4</b> – Will those sites be economically viable for housing development? Deferred until a later date.</li> <li>• <b>Issue 5</b> – What density, style and design of housing will be appropriate? NG to do a general character assessment for the village to include maps and photographic evidence, this to be shared with the SG for comments with a plan to ratify at the next SG meeting. BB to look into conservation, tree protection orders, listed buildings etc. MH to work with NG &amp; BB on this issue.</li> </ul> <p>It was agreed to involve other experts outside the group in order to gather evidence – if doing so to be communicated to AMa.</p>	<p>AMa</p> <p>CA</p> <p>NG BB &amp; MH</p> <p>ALL</p>
7.	<b>Date of next meeting</b>	
	To be agreed once SHELAA is published.	