

**Minutes of the Barcombe Neighbourhood Plan Steering Group
On Thursday 7 November 2017
Barcombe Sports Pavilion**

Present:

Alex MacGillivray, Chairman (AMa)
Mandy Markwick, Secretary (MM)
Mo Heather (MH)
Ben Bosence (BB)
Gary Loughlin (GL)
Nick Gant (NG)
Peter Denison-Pender, Financial Controller (PDP)

Apologies:

Cllr Isabelle Linington (IL)
Christine Arbenz (CA)
Alan Marler (AM)
Annie Ralph (AR)

Item	Points of Business	Action
1.	Apologies	
	Apologies were received from CA, IL & AM	
2.	Declarations of Interest	
	None received	
3.	Minutes of the meeting held on 5 October 2017	
	Approved.	
4.	Matters arising	
	Housing Evidence Paper (latest version circulated) – Ama said that he was waiting for AR to supply references and IL to chase up the housing people. It was reported that Lewes District Council had intimated it was about to publish Part 2 but there was an embargo on wide distribution of the draft consultation papers until November 13. The Parish Council has made a statement in relation to this and there are no changes for Barcombe. The 3 sites mentioned previously are to be allocated for housing.	AR & IL
5.	To consider Draft Design Statement (NG;BB)	
	NG confirmed that the smaller sub group had met a few times to discuss the Design Statement but they had yet to finalise the document. Advice from Paul Crawley (Architect) was to consider developing evidence for all	

	<p>sites in the village including the Blackcurrant Field. It was suggested that it was included as it was mentioned in the 2015 housing survey. NG said the following should be considered:-</p> <ul style="list-style-type: none"> • Structure some broad principles/philosophies for the statement. • Frame some designs and allow people to have a vote? • Have a display, see what feedback is from the public. • Consider ecology proposals on site, make the ecology angle a feature (private ponds - register them). • Do a wildlife map and statement. <p>NG & BB will also work on something to present to the public.</p>	NG & BB
6.	<p>Public Engagement Event</p> <p>AMa confirmed that the Village Hall had been booked for Sunday 14 January 2018 – 9.00 onwards. – Suggested meeting time 15:00.</p> <p>Programme/content/displays:-</p> <ol style="list-style-type: none"> a) Print out statements for the public? b) Have a Powerpoint presentation with summaries of the policies included (Leaflet of possible slides distributed). To be finalised. c) Put the presentation on Community 21. d) Have a map of the sites on the wall. e) ? Divide the VH up into 4 areas i.e. Demographics, Design Statement & Assessment, Ecology, Sites. f) Make a note of all questions asked and publish them. g) Question and answer session to be limited. ? Answered by a few people. h) Handout Feedback Cards as people arrive (to include a line for email addresses) and ask them to post them in a box. i) Steer the public to the Community 21 Website. j) Laptop access at the Village Hall for those without a computer. k) NG can get visuals printed – budget required. <p>Publicity:-</p> <ol style="list-style-type: none"> a) Banner displayed regarding the meeting – Chris Rummary? b) Send invites via email – Barcombe News contact list. c) Ask James Hollingsworth to announce the date in Church. d) Use the Facebook Page. e) Barcombe News – NG to construct a statement and send to AMa. f) Parish Council Website. g) Sussex Express. h) Shop Notice Board. <p>Budget :- AMa to speak to Parish Council regarding a budget for printing, banners and refreshments at the event.</p>	AMa
7.	<p>Matters raised by members</p> <p>MH asked if there had been any further information from Ian McKay or</p>	

	Mark Best since the last meeting. AMa reported that the PC had contacted IM/MB regarding issues from the 2017 SHELAA and agreed to circulate the resulting email correspondence. Any comments would be forwarded via the PC.	AM
8.	Date of next meeting	
	TBC – Sports Pavilion - MM to organise via Doodle	MM

DRAFT