

DRAFT SUBJECT TO THE APPROVAL OF MAIN COUNCIL ON 6th JUNE 2017.

**MINUTES OF THE MEETING OF THE
NEIGHBOURHOOD PLAN COMMITTEE
HELD AT THE ST. MARY'S CENTRE, FELPHAM
MONDAY 15th MAY 2017.**

PRESENT: Councillors: Ms H Flynn, G Matthews, Mrs J Wild, Mrs G Moss
& Mrs E Taylor.

NP 1. APOLOGIES FOR ABSENCE:

Councillors: D Smart & P English had sent their apologies.

Lay Members: Glen Powell.

NP Advisor: Maureen Chaffe.

NP 2. ABSENT WITHOUT APOLOGIES:

There were no absences without apology.

NP 3. DECLARATIONS OF INTEREST:

There were no declarations of interest at this point of the meeting.

NP 4. NOMINATION OF CHAIRMAN FOR 2017/18:

Councillor Ms H Flynn was nominated by Councillor Mrs G Moss, this was seconded by Councillor Mrs J Wild. There were no other nominations received.

On a unanimous vote Councillor Ms H Flynn was duly elected as the Chairman of this Committee for municipal year 2017/18.

NP 5. NOMINATION OF VICE-CHAIRMAN FOR 2017/18:

Councillor Mrs E Taylor was nominated by Councillor Ms H Flynn, this was seconded by Councillor Mrs G Moss. There were no other nominations received.

On a unanimous vote Councillor Mrs E Taylor was duly elected as the Vice-Chairman of this Committee for municipal year 2017/18.

NP 6. QUESTION TIME:

There were no members of the public in attendance and therefore no questions raised.

NP 7. CORRESPONDENCE/ANNOUNCEMENTS:

There had been no correspondence received, or announcements to make.

NP 8. MINUTES OF THE MEETING HELD ON 18th APRIL 2017:

These were approved as a true and accurate record of the meeting, and had been ratified by Main Council at its meeting on 2nd May 2017.

NP 9. MATTERS ARISING:

There were no matters arising that had not been already reported, and minuted, at the Main Council meeting of 2nd May 2017.

NP 10. NEIGHBOURHOOD PLAN DESIGN GUIDE - UPDATE:

Lead Persons: Richard Wickens & Maureen Chaffe.

There was nothing new to report on this.

NP 11. ARUN LOCAL PLAN UPDATE:

Arun District Council are currently carrying out their statutory consultation on the main modifications of the Arun Local Plan 2011-2031. Comments on this were open until 5pm on the 30th May 2017.

The Clerk advised that the next meeting between ADC and Town & Parish Councils on the Local Plan would take place on 13th June 2017 at 10.30 am.

The Council had been asked by ADC whether or not FPC would be reviewing their Neighbourhood Plan. FPC had responded in the affirmative and in this respect the Clerk suggested that a meeting be set up, for this purpose, with two Councillors from this Committee, the Clerk, Glen Powell and Maureen Chaffe. **It was RESOLVED that the composition of the group, to review the current Neighbourhood Plan, be Councillors Mrs E Taylor & Ms H Flynn, the Clerk, Glen Powell & Maureen Chaffe and agreed that an initial date 13th June 2017 be set, subject to those persons availability.**

Call for Sites

The District Council (ADC) keeps a 'call for sites' consultation open on the website as an ongoing process. The Parish Council have been advised that an area of land in Felpham may be submitted under this heading. In the first instance, and prior to any movement on this, the owners representatives would like to engage in a dialogue with the Parish Council to better understand the aspirations and concerns of the Council in regard of the site. The Clerk advised that the representatives had been invited to the June meeting of this Committee. As the representatives have requested a "closed door" preliminary consultation, the Clerk advised that should any members of the public be in attendance at the meeting then that part of the meeting would have to go into private session (with the public and press excluded), in order to accede to their request.

NP 12. COMMUNITY ACTION PLAN:

Current Lead Persons: Richard Wickens & Maureen Chaffe.

It was agreed that the Committee focus on the production of a Tourism Strategy for Felpham as its main priority from the action list.

NP 13. COMMUNITY RESILIENCE PLAN:

Lead Persons: Gloria Moss & Dave Smart.

Councillor Mrs G Moss provided the following report:

Once West Sussex Fire and Rescue Service Elected Representative is known we will arrange the formal presentation of equipment from WSFRS. It is also likely that some Senior Fire Officers will be present.

Four further volunteer applications have been received bringing the total to nearly fifty people, one of whom has had specialist training in Psychosocial Support.

During the month of June Local Heart Failure, Nurse Sarah Holland, Helen Joy Community First Responder Trainer and I will be delivering an Emergency First Aid Session. Sarah and Helen are both members of FERG.

The next Resilience Training session will be followed by a table top exercise which worked well previously with good feedback from participants.

We are also devising a record of training already undertaken by members and will be offering catch up sessions to deal with any deficits with the flexibility of day and evening opportunities which may match the availability of members during any Emergency Situation. Colleagues at Bognor Regis fire Station have confirmed that they are able to accommodate these plans.

NP 14. AGENDA ITEMS FOR NEXT JWAAC MEETING (28th JUNE 2017):

There were no new items proposed.

NP 15. MATTERS OF URGENT PUBLIC IMPORTANCE (with the prior consent of the Chairman):

There were no matters of urgent public importance.

NP 16. DATE OF NEXT MEETING:

19th June 2017 at 7.00 pm.

The meeting closed at 7:49 p.m

Approved.....

Date