

**MINUTES OF THE MEETING OF THE
NEIGHBOURHOOD PLAN COMMITTEE
HELD AT THE ST. MARY'S CENTRE, FELPHAM
MONDAY 19th JUNE 2017.**

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

Lay Members: Colin Holliday.

NP 17. APOLOGIES FOR ABSENCE:

Lay Members: Glen Powell.

NP Advisor: Maureen Chaffe.

NP 18. ABSENT WITHOUT APOLOGIES:

There were no absences without apology.

NP 19. DECLARATIONS OF INTEREST:

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

NP 20. QUESTION TIME:

There were 2 members of the public in attendance. Mr Illes raised the following:

- He wished to point out that the Parish Council, when determining a recent planning application, he had an interest in, had quoted the incorrect policy number as part of its objection. He did however state that the correct one was used when ADC determined the same application and the subsequent appeal that had been made by the applicant. The Clerk suggested that this may have been nothing more than a clerical error.
- Asked if the Parish Council, as part of its review of the Neighbourhood Plan, would include a policy on the "backfill" of gardens for development. He was advised of the process by which a review would be carried out and that should any of the policies or identification of possible development sites in the parish mean a fundamental change or additions having to be made to the existing plan then a further referendum may be required.
- Rumours around the golf club re- potential development and access to the site from the by-pass. He was advised that the Council was aware of the many rumours and suppositions around this particular site but confirmed that, as of this time, its understanding was that there had been no approach to ADC currently by any developer, the Parish Council had not been approached by any developer and no planning application had been submitted.
- Bollards at the end of Westmorland Drive – Councillor G Matthews explained the history behind these and the proposal to have a bus route onto the Blake's Mead development via Westmorland Drive, and clarified the current situation regarding this.

NP 21. CORRESPONDENCE/ANNOUNCEMENTS:

There was no correspondence or announcements to report.

NP 22. MINUTES OF THE MEETING HELD ON 15th MAY 2017:

These were approved as a true and accurate record of the meeting, and had been ratified by Main Council at its meeting on 6th June 2017.

NP 23. MATTERS ARISING:

There were no matters arising that had not been already reported, and minuted, at the Main Council meeting of 6th June 2017.

NP 24. NEIGHBOURHOOD PLAN DESIGN GUIDE - UPDATE:

Lead Persons: Richard Wickens & Maureen Chaffe.

The Clerk advised that an amended copy of this document had been sent to Martyn White at ADC for his comment and observations. Copies of the document had been circulated to all Councillors, prior to this meeting, and hard copies were given out to those in attendance. The Clerk requested that all members of this Committee read through the document and advise him of any comments, amendments, additions etc that they may have

NP 25. ARUN LOCAL PLAN UPDATE:

(a)The Clerk advised that the latest meeting between ADC and Town & Parish Councils on the Local Plan had taken place on 13th June 2017. He reported the following from that meeting:

- The public consultation on the Main Modifications of the Local Plan were still being processed and it is anticipated that the data from this would go to Committee on the 3rd July 2017. There had been over 400 responses to the consultation with over 900 comments.
- The wording of the Local Plan has been agreed with the Environment Agency, West Sussex County Council, the South Downs National Park Board and Sport England.
- It is anticipated that all the information, data etc will go to the Planning Inspector by the end of June, including all comments received. He will then determine whether or not the Planning Hearing/Examination will go ahead as proposed or that more information will be required before any such hearing/examination can take place.
- ADC have been advised that the allocated Planning Inspector is not available during June or July of this year and therefore ADC are looking at a possible September date for the hearing/examination with any determination hopefully being received during Autumn 2017.
- The next stage for ADC will be to produce housing numbers/locations etc for its Development Plan Document (in those parishes where a Council is not reviewing its Neighbourhood Plan, initially). This we have been advised will be evidence based.
- There are 9 Parish Councils reviewing their plans with 9 not.
- There is a proposal, subject to Cabinet decision, that those Council's reviewing/amending their Neighbourhood Plans will each be given £5,000.00 towards this.
- The current shortfall in housing numbers across the District is 1250.

- (b) Members will remember that 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 an initial meeting of the working group (the composition of which had been agreed by this Committee and Main Council) had held their initial meeting on the afternoon of the 13th June 2017. From that it was proposed that the Committee approve the following (with a resolution to go to Main Council for consideration):
- (i) That the current Neighbourhood Plan Policies be reviewed in their entirety, taking due cognisance of any changes that had occurred in planning context and decisions made on planning issues, since the document was first produced.
 - (ii) That the working group fully review all potential development areas in Felpham.
 - (iii) That the working group have the authority to hold informal discussions (only) with any developers that may approach the Council with proposal for development in Felpham prior to any presentation by developers to Main Council. This will help in ensuring that the Council when meeting with potential developers are not being presented with a fait accompli and no bargaining position.

It was proposed by Councillor Ms H Flynn, seconded by Councillor D Smart and on a vote of 6 for with 1 abstention RESOLVED that points b (i) to b (iii) be agreed and that these be presented to Main Council for ratification and approval.

- (c) Meeting with RUSA Consulting – the Clerk reported that both the proposed closed and subsequent open meetings proposed had been cancelled as a result of the current review of the Neighbourhood Plan being carried out. RUSA have been advised of this and are happy to meet post this process, should the Council so wish.

**NP 26. 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. This to be commenced after the work/review to be carried out on the Neighbourhood Plan

**NP 27. COMMUNITY RESILIENCE PLAN:
Lead Persons: Gloria Moss & Dave Smart.**

Councillor Mrs G Moss provided the following report:

“Two First Aid Awareness sessions have been circulated to all FERG (Felpham Emergency Resilience Group) Team members for the 20th and 27th June to be held at Bognor Regis Fire Station.

Chris Scott is waiting to deliver the equipment funded by West Sussex County Council for our use in Emergency Situations. Pending any future storage options generated by ourselves, I have approached Bognor Regis Fire Station for assistance in the first instance. Other options may be the Arun Leisure Centre which is a nominated Rest Centre and Butlin’s. The benefits of using the fire station would be the twenty four hour access.

We have been invited to use our initiative as an example to be followed by other parishes in East and West Sussex and it will be featured within a camera presentation

at a Sussex Resilience Forum work Shop that is taking place at County Hall North on Saturday 1st July. Some FERG volunteers will be present”.

NP 28. AGENDA ITEMS FOR NEXT JWAAC MEETING (1st November 2017):

There were no new items proposed.

NP 29. MATTERS OF URGENT PUBLIC IMPORTANCE (with the prior consent of the Chairman):

There were no matters of urgent public importance.

NP 30. DATE OF NEXT MEETING:

17th July 2017 at 7.00 pm.

The meeting closed at 7.58 p.m

Approved.....

Date