

DRAFT SUBJECT TO THE APPROVAL OF MAIN COUNCIL ON 2nd OCTOBER 2018.

**MINUTES OF THE MEETING OF THE
NEIGHBOURHOOD PLAN COMMITTEE
HELD AT FELPHAM COMMUNITY HALL FELPHAM
MONDAY 17th SEPTEMBER 2018.**

PRESENT: Councillors: G Matthews, G Grundy, Mrs J Wild, D Smart & Miss A Barker.

NP 45. APOLOGIES FOR ABSENCE:

Councillors: Mrs R Kissell, Mrs G Moss and P English.

NP Advisor: Maureen Chaffe.

Lay-Members: Colin Holliday & Glenn Powell.

NP 46. ABSENT WITHOUT APOLOGIES:

Councillor D Chuter was absent without apology.

There were no other absences without apology.

NP 47. DECLARATIONS OF INTEREST:

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

NP 48. QUESTION TIME:

There were no members of the public in attendance, therefore no questions or issues were raised.

NP 49. CORRESPONDENCE/ANNOUNCEMENTS:

There was no correspondence or announcements to report.

NP 50. MINUTES OF THE MEETING HELD ON 20th AUGUST 2018:

These were approved as a true and accurate record of the meeting and had been ratified by Main Council at its meeting on 4th September 2018.

NP 51. MATTERS ARISING:

There were no other matters arising that had not been already reported, and minuted, at the Main Council meeting of 4th September 2018.

NP 52. NEIGHBOURHOOD PLAN – REVIEW OF PLAN:

At the last meeting it had been agreed that more time was needed to have to read the document thoroughly and to agree amendments – this was to be deferred to the next Neighbourhood Plan meeting on the 17th September. In this respect Councillors were now requested to outline their amendments/comments at this meeting or send these to either the Clerk or the NP Advisor by the end of this month at the very latest.

Now that the Local Plan had been adopted the Clerk went through the proposed time table for both the Neighbourhood Plan and the Design Guide (to run in tandem), for agreement and resolution to Main Council.

The timetable/trigger dates were as follows:

19th November 2018 – the reviewed and revised Neighbourhood Plan and Design Guide to be presented to this Committee for approval.

4th December 2018 – the two documents to be presented to Main Council for approval and adoption.

January 2019 – two public consultations on the documents to be held – one at the Felpham Community Hall and the other at the Felpham Village Memorial Hall (subject to availability).

Mid - February 2019 (approximate) – Regulation 14 order to be placed with ADC (can take up to 6 weeks).

April 2019 (approximate) – Regulation 16 order to trigger consultation by ADC on the Council's Neighbourhood Plan (statutory 6 week time frame).

June 2019 (approximate) – examination of the Council's Neighbourhood Plan by external examiner.

September 2019 (approximate) – possible referendum (dependent on whether examiner and/or ADC think that the amendments are such that a referendum is required).

It was RESOLVED that the proposed timetable, as outlined to the meeting, and as minuted, be agreed and be presented to Main Council for ratification.

NP 53. NEIGHBOURHOOD PLAN DESIGN GUIDE - UPDATE:

Lead Persons: Richard Wickens & Maureen Chaffe.

The process and future timetable for the Design Guide are as per those outlined at **Minute NP 52.**

NP 54. ARUN LOCAL PLAN UPDATE:

There was nothing new to update the meeting on.

NP 55. COMMUNITY ACTION PLAN:

Current Lead Persons: Richard Wickens & Maureen Chaffe.

Work on the Community Action Plan would be picked up again after the review of the Neighbourhood Plan had been carried out.

NP 56. AGENDA ITEMS FOR NEXT JWAAC & JWAAC H&T MEETINGS (31st October & 25th September 2018 respectively):

There were no other new items proposed.

NP 57. MATTERS OF URGENT PUBLIC IMPORTANCE (with the prior consent of the Chairman):

There were no matters of urgent public importance.

NP 58. DATE OF NEXT MEETING:

15th October 2018 at 7.00 pm.

The meeting closed at 7.28 p.m

Approved.....

Date