

# Battle Parish Neighbourhood Plan Steering Group

Minutes of the meeting held on  
18 May 2017 at The Almonry, Battle

## 1. Attendance:

Committee Members	Present	Absent with apology	Absent No apology
Maurice Holmes Chairman	✓		
Sylvie Pry Treasurer	✓		
Matt Mitchell Secretary	✓		
Cate Sullivan Press Officer	✓		
Sue Burton		✓	
Tom Gray	✓		
Margaret Howell	✓		
Richard Jessop	✓		
Bev Marks	✓		
Alan Russell		✓	

## 2. Previous Minutes:

Comments that were made by David Marlow were questioned by the Secretary, a vote was taken by all members that the original minutes were accurate. The original minutes were approved unanimously.

## 3. Welcomed new members:

Sue Best, Emma Hale & Paul Whymark.

## 4. Appointment of Consultant:

Ashley Wynn was present at the meeting, having been invited to tender through the Battle Town Council's formal process by the chairman. He was welcomed by all members.

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## 5. Matters Arising:

a. *Mapping* - The chairman raised that there were some inconsistencies on the mapping that was displayed at the public consultation. BM has already done a considerable amount of work to correct these and to produce a final map of the potential development sites to be displayed on the website.

**Action:** BM to finalise mapping for website and pass all data to Ashley Wynn for his perusal.

It was agreed that there should be just 3 maps; one for housing, one for green spaces and one for ACVs.

It was also agreed that we should put a caveat on the website once mapping is displayed on the website, with regards to errors.

b. *Grant Application* - We have initialised the grant application suggested by David Marlow at the last meeting. RJ to work with the Town Clerk at BTC to finalise the application.

c. *Declarations* - MM raised to new members that they must declare any interests as and when we discuss various sites, this included the new consultant. All members were in agreement.

## 6. Reports:

Publicity - CS reported that all the minutes are now up to date and fully displayed on the website

**Action:** MH to give CS all information for dealing with publications with The Battle Observer

Treasurer - SP to contact Town Clerk for an update on the monies available now the initial public consultation has taken place.

## 7. Consultants Advice:

An SEA (strategic environmental assessment) should be filled in for the overall area, he also pointed out that we could use data from the current evidence base, ie SHLAA etc

The Chairman showed concern with regards to the target date set out by RDC for the draft plan, being 31 August 2017, MH stated that he had emailed David Marlow from RDC planning to discuss this point but had no response from David Marlow as yet.

RJ suggested that if no response was received MH should contact Malcolm Johnston, Executive Director of Resources at RDC for a response.

Ashley indicated that we had made a very good start and that we were reasonable well progressed, as we have design policies, vision policies & objectives.

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AW said we need to do the SEA (strategic environmental assessment) which he will assist with.

**Action:** RJ to email Design Policy, Vision & Objectives to Ashley Wynn

## **8. Exhibition Update:**

CS volunteered to create a sample matrix for the comments forms received from the public consultation, once this has been done all members will input a share of the information from the forms onto the matrix to ensure this exercise is completed quickly and efficiently.

BM already done a huge amount of work on the maps, he will complete this within the next week and then pass all the data to AW so he can start work

It was suggested that AECOM assist us in completing a landscape assessment.

**Action:** MH to contact David Marlow from RDC regarding the finish timing.

**Maps to go on website once BM completed.**

## **9. AOB:**

R/o Fredrick Thatcher Place - The management company has written to indicate there will be no development permitted.

## **10. Date of next meeting:**

14 June 2017 at 7.30 pm

**Action:** MM to book Almonry

**Matt Mitchell**  
**Secretary**  
**21.05.17**