

**Minutes of the BATTLE CIVIL PARISH NEIGHBOURHOOD PLAN (BCPNP) STEERING GROUP meeting held on THURSDAY 31<sup>st</sup> January 2019 at The Almonry, High Street, Battle at 7 p.m.**

**In attendance:** Cllr Andrew Ratcliffe (ARa), Cate Sullivan (CS), Paul Whymark (PW), Bev Marks (BM), Cllr Dale Wheeler (DW), Cllr Margaret Howell (MH) Sue Best (SB), Cllr Allan Russell (ARu), Jane de Garston (JdG, minutes) Councillor Kathryn Field attended as an invited guest.

**1. Apologies for absence:** George Kiloh, Cllr Andrew Brown

**2. Disclosures of Interests:**

CS declared an interest for Loose Farm.

Rother District Council advised declarations are only required from Councillors. As the Terms of Reference for the steering group state declarations of interest will be available a notice of interests will be completed and signed by members.

**3. Minutes from the meeting of 13<sup>th</sup> December** were approved.

**4. Matters arising**

ARu advised the AECOM report had assumed Blackfriars development had planning permission but this has expired.

**Action:** The AECOM report group will meet and score the site as per all other site assessments to ensure continuity.

The Executive Summary is still required from AECOM, once received this will be submitted to David Marlow with BCPNPSG Powerpoint.

The LGS report has been finalised and has been added to the Cloud storage.

PW/JdG will meet to make final update of minutes to ensure all final minutes are available on the website.

The next stage from AECOM's report is to identify and contact landowners. JdG has already contacted the Land Registry to enquire regarding bulk enquiries, their response has been received.

**Action:** JdG/CS to meet to identify sites from SHLAA report that require ownership details so relevant information can be compiled.

Details for landowners from Call for Sites process to be compiled into a listed format.

**5. Update from the Chair**

ARa reported he has spoken with David Marlow but had no new information to impart.

The Neighbourhood Forum had reported MP Huw Merriman has been asked in Parliament about the difficulties of creating a Neighbourhood Plan by the Housing Minister. A meeting has been arranged for 4 local NP representatives to meet with the Housing Minister. The Battle Steering Group can submit comments to Huw's office to be taken forward.

ARu proposed it should be requested that any group working to the original framework should be allowed an extension to the September deadline to prevent the new framework taking precedence, especially as Battle has extensive historical and geographical issues to consider .

**Action:** A document will be circulated by ARu for members to comment on for passing to the meeting.

**6. Communications**

ARa advised correspondence from residents has been responded to. Correspondence is increasing and it was considered this may continue to increase as the process moves forward. ARa will forward copies of his responses to BCPNPSG members for information.

A request had been received from a representative of the AONB office to support the plan. Members agreed this support would be appropriate at the point of public consultation to support as this could provide expert advice on land utilisation and a focussed view on AONB priorities.

ARu advised a questionnaire has been received with regard to the Public Realm Strategic Framework consultation being compiled by Rother District Council. A response from the steering group would need to be based on the site criteria.

**Action:** ARu/ARa/CS to review and bring a proposed response to the next meeting.

Enquiries are still being received from developers interested in the areas for development. ARa advised he will respond to these.

## **7. Screening opinion**

This has been completed by Donna Moles and submitted to David Marlow at Rother District Council. A query has been raised by Rother regarding the figures, this will be confirmed and will then await a response from examiners.

This document is required before the next stage can commence.

## **8. Policies document**

Donna Moles has submitted a document to the group but there are aspects that require advice from the group to confirm if anything is missing or not required.

**Action:** ARu/ARa/MH to meet in February to consider amendments and report back to the group.

It was agreed a meeting with Donna should be scheduled once the screening opinion and policies are agreed as these items form Regulation 14.

## **9. Cloud storage/finalisation of documents**

Although some documents are considered complete by the steering group they require Donna's consideration. The LGS and Green Space report will be saved to the Cloud for Donna to review.

DW will circulate the remaining questions on the Character Appraisal raised by Donna to enable this report to be completed.

## **10. Website**

PW reported the updated timeline from ARu has been uploaded.

All Observer newspaper reports have been uploaded.

## **11. Timeline**

ARu reported the timeline will require further amendment as the public consultation will not be commencing in February.

## **12. Publicity Officers report/BTC newsletter/Parish Assembly**

MH advised the next Observer newspaper reports have been made.

A report will be submitted to the newsletter but this will be similar to the Observer submission to share this information with residents who do not see the Observer.

A presentation will be made at the Parish Assembly and this will include a declaration of the start of the public consultation/referendum.

## **13. Chair succession/new members**

ARa advised, due to personal circumstances, he will be resigning from the BCPNPSG at the end of March.

Discussions will be held with members to agree a successor.

2 local residents have expressed an interest in joining the steering group.

One will be invited to attend the next meeting for interview.

Concerns regarding a potential for perceived conflict of interest, due to property developing activities, of the second person led to this request being denied.

**14. Treasurers report**

Budget figures were noted.

**15. Any other business**

ARu advised the report regarding the Strategic Gap requires amendment following a review of the areas which indicate the gap between Hastings and Battle is protected but the possibility of ingress to local vicinity villages could occur.

**Action:** BM/SB/ARu to review strategic gap maps

CS reported she had been reviewing NPs of similar size authorities to Battle and has seen references to complimentary styles of building being included in the plan. Should Battle's plan include this specification? PW responded the Vision Statement includes "*development that enhances and respects the unique historic nature of Battle*" to support this.

MH enquired if wind turbines are considered as part of the detail of the plan. Any specific reference is not known but members discussed as sustainable energy is a requirement of developments alternative energy options could be included in planning applications.

**16. The date and time of the next meeting will be agreed via a Doodle.**

DRAFT