

Minutes of the BATTLE CIVIL NEIGHBOURHOOD PLAN (BCPNP) STEERING GROUP meeting held on Wednesday 25 September 2019 at The Almonry, High Street, Battle at 7.00 p.m.

In attendance: Margaret Howell (MH), Cllr Allan Russell, Cllr Dale Wheeler, Cate Sullivan (CS), Sue Best (SB), Paul Whymark, Cllr Kathryn Field, Jane de Garston (JdG, minutes).

1. **Apologies** – Bev Marks & Andrew Brown
2. **Disclosure of interest** – All members declared an interest in the FOI/Complaint.
CS Loose Farm
3. Councillor Caroline Would was invited to speak on the Youth Engagement programme she is starting. It was agreed the voice of the young people of Battle should be included in the future of the town. Their first meeting is planned for October and it was suggested a questionnaire could be passed out for the members to gain opinions from fellow school and organisation young people. **Action: PW/CS to create suitable questionnaire before October half term break.**
Cllr Would left the meeting.
4. **Minutes of the last meeting of 28 August were agreed.**
5. **Matter arising** – None. All items are elsewhere in the agenda
6. **Report from meeting with Consultant Donna Moles** – Members of the steering group who attended agreed this was a useful meeting. Informal notes were taken and it was agreed these will be uploaded to the NP website.
The new housing needs assessment was briefly discussed but it is unclear if this is currently required. DM advised she could not complete this piece of work if required as it is not an area she covers. AR reported AECOM can undertake this work but this can be done post regulation 14.

The meeting highlighted a list of tasks, details of current situation with these documents is;
LGS – BM has issued this which has a few small amendments required

CIL – AR has compiled this listing

Collated evidence – This is being compiled and is available on the website.

PW has a list of all documents completed, this will be sent to DM to confirm this is what is required.

Public consultation document – has been sent over to DM

Collated consultation log – DW has started to compile this and it is available on the cloud in working documents.

MH is compiling and sharing the introduction.

DM has produced an updated timetable and it was agreed this needs to be met. The timetable is attached and will be published on the website. A request will be made to BTC for a 1 item agenda to approve the Regulation 14 document.

DM reported photographs are required- MH advised these have been sent.

The strategic gaps are now known as green gaps and precise evidence is required as to why they should be maintained. Sprawl or applications within AONB are insufficient. AR & SB will review local planning applications to present the required evidence.

For information Rother Officers objected to the green space allocations requested by Ticehurst.

DM has requested the boundary maps – these need to be specific Rother produced maps. A quotation for these has been received – AR will arrange the purchase.

Community aspirations, non housing related, are required. PW advised the responses from previous public consultations have graphs showing the requests.

DM has compiled the appendices and these are on page 51 of the draft plan. PW & DW agreed to liaise to check all documents are available and correctly numbered.

7. Possible additional housing requirement – RDC should be providing detail of further housing requirements.

At the meeting with the Minister for Housing it was made clear that an AONB designation should be above other considerations but it not felt that RDC follow this opinion.

AR quoted the residual requirement of 18 properties (if Blackfriars is 220) is within the current plan.

It was noted that a planning application has been submitted for 5 properties on Hugh's Field. This site was rejected by AECOM.

8. Correspondence received – All emails have been acknowledged. One email relating to LGS will be forwarded to BM just to confirm he is aware.

CS is still pursuing TPO information required to respond to the enquiry from MS . Once confirmed information received a response will be prepared and any further action required agreed.

9. Update on complaints –

Land Registry search required for land near Loose Farm. If the land owner agrees to land being put forward an assessment by AECOM will be requested. A formal written response has been sent regarding the complaints procedure.

The last Full Council meeting of BTC approved a response to the complaint from DF.

10. Any other business – MH requested assistance with going through all the policy documents – AB will be approached to support.

Future meetings –2 meetings in October agreed, first to review SEA followed by meeting to ensure everything in place for public consultation.

11. Date and time of next meeting – Thursday 10th October 7.15pm

The meeting finished at 9.15p.m.

Donna Moles Timetable

- 9 Sept** : Draft Reg.14 issued to Chair – 9th September
- 7 Oct** : Comments on Draft Reg.14 sent back to Moles
- 7 Oct** : Draft SEA issued to Steering group & RDC
- 21 Oct** : Comments on SEA sent back to Moles
- 27 Oct** : Final Reg.14 Plan & SEA issued to steering group
- w/c 28 Oct** : Documents to be approved by the TC prior to Reg.14 consultation
- 4 Nov** : Reg.14 consultation starts for 6 weeks
- 16 Dec** : Reg.14 consultation ends
- 16 - 31 Dec** : SG to collate all the Reg.14 responses & produce summary table
- 3 Jan** : Send responses table to Moles
- 8 Jan** : Agree on how these are addressed and proposed changes
- 17 Jan** : Submission Plan, Basic Conditions & Consultation Statement
- w/c 20 Jan** : Reg.15 submission documents to be approved by the TC
- 3 Feb** : Submit Reg.15 documents to RDC