

# Battle Parish Neighbourhood Plan Steering Group

Minutes of the meeting held on  
25 October 2017 at The Almonry, Battle 7.30pm

## 1. Attendance:

Committee Members	Present	Absent with apology	Absent No apology
Maurice Holmes Chairman	✓		
Matt Mitchell Secretary	✓		
Cate Sullivan Press Officer		✓	
Sue Best (SJB)	✓		
Sue Burton	✓		
Tom Gray	✓		
Emma Hale		✓	
Margaret Howell	✓		
Richard Jessop (Stand in Treasurer)		✓	
Bev Marks	✓		
Alan Russell	✓		
Paul Whymark		✓	

## 2. Previous Minutes:

These were approved by all members present.

## 3. Matters Arising:

*a. Mapping* - No further work has been completed.

*b. Grant Application* - The grant application needs to be resubmitted as the original application was purely to fund the SEA procedure, our new consultant has included this process within her contract.

**Action:** AR offered to update application

*d. Letterhead/Database update* - The letters have been printed by BTC and mailed out. An invoice from BTC has been received and approved by the chairman

## 4. Treasurer/Publicity Officer Report - Nothing to report

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## 5. Update on Consultant

Roger Comerford is no longer able to be our consultant and so we have engaged with a new consultant Donna Moles, who will be able to see our plan through to the end working with us to completion of the plan. DM wants to know at what point we are at with the NP and so the chairman has sent her 88 documents that have been completed so far. Her first task will be to return a list of items for us to complete in order for us to adhere to what is needed and what the inspector will require. This should take 2-3 weeks - this has already been started.

DM will attend our next meeting and recommend tasks for us to complete in order for the NP to be completed early next year.

MH holds copy of the new contract with DM, BTC has approved the contract also.

It was suggested that we write to RC formally cancelling the contract and requesting that he deletes all files sent to him so far and in good faith. We will request a receipt from RC that this will be done.

**Action:** MH to write to RC in conjunction with BTC

## 6. Listing of Documents sent to consultant

MH has a master list of documents that has been sent to DM.

**Action:** MH to distribute to NP Members for comments

MM to keep the list up to date for each meeting, items should be dated as they are sent to DM.

**Action:** All members to let MH know if they feel anything is missing from the list so that it can be added

## 7. Any other business

BM stated that a planning officer from Lewes Council is now a consultant and is running a 2hr session on NP's

**Action:** AR & M howell to attend & keep the group up to date with this

Update on Tollgates from BM; he has in writing that it has been approved by RDC subject to a section 106 agreement.

The letter states there will be a planning condition on the outline permission for 63 dwellings, BM feels this may well be significantly reduced due to the badger setts. We will need to wait to see final numbers.

Department for communities and local government have issued a white paper stating target figures for various parishes to build homes in the right places.

BTC will respond to this document - NP members will be involved & have input into the response.

Para 27 mentions AONB,SSSI & national parks, so possibly, AONB areas may well reduce their housing volumes.

## **Battle Parish Neighbourhood Plan Steering Group**

SJB suggested that DM should receive updated and amended information from the public consultation.

**Action:** MH to update DM accordingly.

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

22 November 2017, 7.30pm

**Action:** MM to book almonry

**Matt Mitchell**

**Secretary**

**01.11.17**