

Minutes of the BATTLE CIVIL NEIGHBOURHOOD PLAN (BCPNP) STEERING GROUP meeting held on Wednesday 8th May at The Almonry, High Street, Battle at 7 p.m.

In attendance: Margaret Howell (MH), Bev Marks (BM), Cllr Andrew Brown (AB), Paul Whymark (PW), Russell Hidden (RH), Cate Sullivan (CS), Jane de Garston (JdG, minutes)

1. **Apologies** – Allan Russell, Dale Wheeler, Sue Best
2. **Disclosure of interest** – CS Loose Farm
3. **Minutes of the last meeting of 17th April** were approved
4. **Matter arising** – Any items are contained elsewhere in the agenda.
5. **Feedback from presentation of 4th May** – Approximately 150 people attended the presentation throughout the session. It was suggested a second presentation be arranged for Netherfield – this was discussed but is not felt appropriate at this time.

It was agreed a second presentation to include a Q&A session may be helpful. Questions and points raised regarding provision of schools and doctors surgeries could be addressed at that time. Robertsbridge had undertaken these surveys as part of their plan. Any other specific questions could be investigated and responded to via the website. **Action:** PW to contact local schools and NHS service providers to ascertain numbers.

It was discussed that the BCPNPSG must present an unbiased view of sites and should identify that the sites are agreed based on the dwellings that can be provided i.e. where Blackfriars makes up a significant number of the properties required, the BCPNSG is not directly supportive of the development but identifies that it provides what is required.

It was agreed a Facebook presence would allow users to converse with the NP group and information could be shared.

6. **Meetings with developers** – CS has contacted some developers today by telephone and all other appointments letters have been issued by email or will be hand delivered tomorrow. The meeting group will be Donna, Margaret and Allan.
7. **Donna Moles time line** – Clarification is required on which report Donna requires. **Action:** MH to contact DM.
8. **Update from the Chair** – MH reported correspondence regarding the Blackfirs site. It is anticipated that the application was received after the call for sites had closed and as this is the strategic gap would not be considered for inclusion in the plan.
9. **Communications** – The only communication to report was included in the Chair's report.
10. **Cloud storage** – The Character Appraisal has been uploaded to the Cloud
11. **Website** – Is all up to date

12. Treasurers Report – The April report has not been produced yet. MH advised that the Locality Grant does not have to be returned and re applied for but it must be remembered that the grant is only for the consultancy fees and cannot be used for other purposes. JdG was asked to check with the Town Clerk that expenditure is being drawn from the ear marked reserve where possible and not the grant funding.

13. Any Other Business –

RH enquired if the presentation shared at the open event would be shared with Rother – **PW** suggested Rother be made aware of where this can be found on the BCPNP website.

Action: MH to contact Frank Rallings at Rother and advise.

The second presentation of the plan to the new Councillors was discussed. **Action:** AB to contact the Town Clerk and request this be scheduled.

BM reported that the site at the poultry farm has not had a comment added clarifying that this is just the brown field site and the equivalent number of workshops/business premises are retained. It was agreed this could be agreed via email. It was noted that the site does include a significant amount of parking.

The public exhibition regarding the proposed new care home on 2 properties adjacent to Claverham was discussed. The developer proposes that mini buses will be used to commute staff to and from the site and that the change of shifts is outside core school hours to reduce the impact of traffic at key times. **BM** reported that Rother may have a calculation formula for how the number of residents would be calculated as the number of occupiers of equivalent housings/dwellings for a transport calculation.

It is unknown if a care home can contribute towards the number of dwellings required to meet the Neighbourhood Plan. **Action:** MH to include these enquiries in her email to Frank Rallings.

PW reported other questions raised at the public presentation included where would people work and what are the environmental impacts. **BM** responded that business space was reviewed at an earlier stage of the process but that this was not for the neighbourhood Plan to consider as the remit is for dwellings although it could be added as a consideration in the explanation of the choice of sites.

Traffic & parking were also topics raised. **BM** had responded that the County Councillors comment had been that Civil Parking Enforcement would ensure parking was monitored and controlled.

With regard to Public Transport, these are matters beyond the control of the neighbourhood plan. Any questions regarding this can be put forward to Rother District & East Sussex County Council.

PW reported Robertsbridge had a section in their plan relating to utilities and the internet service. It was considered that something similar should be included in the Battle plan.

It was agreed that all questions raised from the public presentation and the feedback forms should be compiled into one list so that individual responses are not required. **Action:** **PW** to compile the listing.

14. Date & time of next meeting.