

Minutes of the BATTLE CIVIL PARISH NEIGHBOURHOOD PLAN (BCPNP) STEERING GROUP
Meeting held on Wednesday, 20th November 2019 at The Almonry, High Street, Battle at 7.05 p.m.

In attendance: Margaret Howell (MH), Bev Marks (BM), Cllr Allan Russell (AR), Paul Whymark (PW), Andrew Brown (AB), Cllr Dale Wheeler (DW), Jane de Garston (Minutes)

- 1. Apologies – Sue Best**
- 2. Disclosure of Interest – AR & BM for greenspace at Kingsmead; MH for greenspace at Telham**
- 3. Minutes from the meeting of 7th November were agreed**
- 4. Matters arising –** There are still some youth questionnaires to be added to the final report but this is a base document and not required for the Reg 14 submission.

(CS joined the meeting)

5. SEA and draft Reg 14 document –

Full Council received and adopted the SEA and draft Reg 14 document with minimal questions raised at the scheduled meeting yesterday.

A concern was raised that Virgins Croft allotments had been included as a green space despite the Council's request that it be excluded. Members discussed the point but no amendment to the NP was proposed.

DM had agreed to make on final round of amendments to the SEA and Reg 14 document once BTC had adopted the plan. These are minor typing errors and corrections to housing allocation numbering to ensure all documents have the correct figures.

DM had issued a list of queries and these were reviewed. This included whether to include policy ET4 – Assets of Community Value; members agreed this should be kept as BTC could produce a list of these assets in the future. Members agreed to individually review the list suggested to date to compile a report for BTC to consider. A supplementary list could be made to explain why some buildings/areas are excluded as they have a higher order protection from other sources i.e. Listed building status or Green Space listing.

SG members discussed and agreed the website requires a review to ensure that the latest documents are available and easy to locate. Documents which directly relate to the public consultation will be lead documents with base and supporting reports available separately.

Action: PW, AB & BM to meet and review website.

The Community Aspiration report had been circulated earlier today and this was reviewed with amendments made to ensure the context and remit of the listing was clear.

Community aspirations cannot be delivered within the NP but provide an evidence base of what residents would like to happen/be included to improve the parish.

The maps required to be included in the plan have been received from Rother District Council, these have been produced with generic titles. **Action:** DM to title to ensure they match the titles within the plan documents.

Responses have been received regarding potential new site NS119 a & b.

CS expressed an interest in this item and was not included in the discussion.

Members agreed the site cannot be progressed as a 'not interested' response has been received and the area declined would have a significant reduction on any potential development area.

6. Correspondence – 2 pieces of correspondence had been received via the NP email account and these have been responded to.

7. Confidential item –

One complaint continues to be discussed at each meeting and a meeting has now been requested with the Chairman of BTC. CS left the meeting for the duration of this discussion.

Members will review the issues raised and ensure Cllr Favell has the correct information to be able to meet with the complainant and members of the SG to discuss the concerns raised.

8. Any Other Business – CS rejoined the meeting.

Preparation now needs to be completed for the consultation period. DM has sent template letters and documents for consideration.

Action: JdG to send the list of consultees and CS to send the significant land owner listing to PW to enable him to create a database for merging to letters.

It was proposed the date for the consultation be moved to 20th January to allow time for letters, flyers and advertising to be produced and for information to not get lost in the Christmas postal system.

Action: CS to approach 3 local companies to enquire regarding costs for design and production of flyers and whether they can support the Royal Mail door to door service as documents need to be delivered to Rochester for local delivery.

9. Date & time of next meeting - Wednesday 4th December 2019, 7.05 p.m. at The Almonry

The meeting finished at 9.45 p.m.