

**Minutes of the meeting of the BATTLE CIVIL PARISH NEIGHBOURHOOD PLAN (BCPNP) STEERING GROUP.  
Meeting held Wednesday, 8 January 2020 at The Almonry, High Street, Battle at 7.05 p.m**

**In attendance:** Margaret Howell (MH), Bev marks (BM), Cllr Allan Russell (AR), Andrew Brown (AB), Sue Best (SB), Cate Sullivan (CS), Paul Whymark (PW), Cllr Dale Wheeler (DW), Jane de Garston (minutes, JdG)

1. **Apologies:** None
2. **Disclosure of Interest:** CS for Loose Farm.
3. **Minutes from the meeting of 4<sup>th</sup> December were agreed**

**4. Matters arising –**

Royal Mail distribution has started.

Assets of Community Value letters were reviewed and an amendment to include a 'right to reply' was agreed. These letter will be addressed from Battle Town Council as they have adopted the proposed listing and they will be sent on Friday this week.

The scoring of sites was discussed to achieve a final agreement on the preferred priority list, members voted and unanimously agreed the listing – CS left the meeting for the duration of this discussion. Members agreed the scoring criteria and assessment would be published to support the public consultation information/evidence.

**Action:** BM to update the priority list and send to AR.

Members debated the preferred title for the site listing. At a vote, 4:2, the final choice would be 'preferred site'.

**Action:** AR to contact DM and confirm this titling is acceptable.

With regard to final amendments to documents, AR is finalising the Regulation 14 document for DM and checking the Appendix E document correlates to the documents available.

Reg 14 amendments to be sent to DM for final version tomorrow. This will be ready for printing next week.

AR will also amend the Spreadsheet with the scoring of sites to establish new priority order site listing and to remove sites not included in the final preferred listing ad send to PW.

PW made final amendments to the questionnaire/feedback form and will email to CS for sending to the printers.

PW to update the Powerpoint presentation, originally presented in April 2019, to show current information.

Members agreed the SEA document is ready for printing.

All documents from the Neighbourhood Plan website to be printed and held on file in BTC office.

**Action:** JdG to print from website

Letters to be sent to businesses, land owners and developers was agreed. Members will meet on Tuesday to envelope letters and arrange postage.

With regard to Blackfriars BM reported consideration is being given to a compulsory purchase of the land but there was no reference still to the walking/cycling access to Battle Station despite support for this from District Councillors.

**Action:** MH to write to the Cabinet members at RDC to support the walking/cycling access. It was suggested this be copied to Battle MP Huw Merriman.

(Agenda Items 5, 6, 7, and 8 covered elsewhere on the agenda or under item 4)

9. The Young Persons Survey has been completed and although it is listed on Appendix E has not been sent to DM as a completed document.
10. Members agreed to meet on 29<sup>th</sup> January to start looking at questions/concerns raised from the consultation responses.  
The Steering Group representatives to attend the 4 Q&A sessions at Netherfield and Battle (2 sessions at each location) were agreed.
11. An update was provided on the confidential items.

#### 12. Any Other Business

A further session is required to complete the update to the website to ensure all information is clearly labelled and easily accessible for the public consultation. Members will meet next week to make final changes.

Members requested BTC arrange a press release for Friday 17<sup>th</sup> January to provide a wide as possible launch to the consultation. A second release to be arranged a couple of weeks before the final deadline.

Posters have been received and will be circulated to shops, outlets and notice boards around the Parish.

Members will meet on Friday 17<sup>th</sup> January to collect the information packs and maps for distributing to the supporting venues. A final decision is required on what is the best box/folder to hold all the documents, this will be made once everything is received.

MH reminded members that there is a NP forum meeting on 28<sup>th</sup> January - CS to attend

13. **Date and time of next meeting;** Working group to meet Wednesday, 29<sup>th</sup> January at 7.05 p.m. at The Almonry. As this is to consider responses to the consultation no formal agenda will be required.

The meeting finished at 10.30pm