

## **Southbourne Neighbourhood Development Plan**

### **Economic and Business Focus Group**

First Meeting: 27 March 2013

Present: Gail Ward (GW), Graham Hicks (GH), Geoff Talbot (GT) (coordinator)

Apologies: Chris Bulbeck

1. A draft Agenda had been circulated prior to the meeting, as had a list of document links and one of possible issues for examination and discussion. Copies are attached for information. It was noted that Gail Ward would be away for most of April but, whenever possible, contact would be maintained via email.
2. Those present at the meeting did not have any interests which would conflict with discussion at this meeting but this aspect would be examined at each subsequent meeting.
3. Given the current size of the Focus Group (FG) it was felt that it was unnecessary to elect a chairperson.
4. In order that the FG could report into the Steering Group (SG) it was noted that future meetings would need to be held, at the latest, some 10 days before the SG in order that minutes/matters arising could be fed back. Dates for the SG had been fixed through to December 2013. It was important that clear guidance should be available on the critical dates to be achieved in the formulation of the NDP, especially the completion of the Pre Submission NDP in respect of the timing of the District Local Plan process. Information on this is being sought by the Chair of the SG.
5. It was agreed that it was easy to relate most attention to Southbourne when in fact there are other areas within the defined Neighbourhood Development Plan (NDP) area – such as Hambrook, Hermitage, Nutbourne and the area north of Thorney Island military base. In addition that area of Westbourne outside the South Downs National Park may wish to be included within the NP whilst part of Chidham is seeking exclusion. Irrespective of the final outcome of the area it would be necessary to examine linkages to these areas.
6. The general task of the FG would be to record the current situation in respect of economic and business activity within the NDP area through the collection of information, to assess future requirements and identify options to satisfy those requirements so long as they will be consistent with the vision of the NP and with that of the recently published consultation draft of the Chichester District Local Plan.
7. There appeared, initially, to be a limited number methods of information collection given the NDP: i) physical recording of activities; ii) contacting business organisations; iii) personal contact with business contacts regarding information; and iv) requesting small area data and study results from Chichester District Council.
8. It was felt that there may be opportunities to involve the Bourne Community College in the collection of information, by way of the physical survey, of local

business activities e.g. the activities in Clovelly Road. Such an approach may assist in completion of school subjects. Contact would be made with the Deputy Head (GW). There are a number of marinas and associated activities in the area which need to be recorded (GT).

9. The following business associations/gatherings were identified: Bourne Business Breakfasts (GW); First Friday Networking Group (GW); Chichester Chamber of Commerce (GW); Emsworth Business Association (GH); South East Enterprise (GW);

10. It was felt that personal contact could be made with: Strawberry Group (GW); local journalists/photographers (GW); the local Arts Trail (GW); Tuppeny Barn (GH); Emsworth quilters (GH). It was felt that such contacts might indicate the extent of home working.

11. The Settlement Capacity Profile for Southbourne (Settlement Profile 22, March 2013) draws upon a number of sources of information including the 2011 Census data. Section 2 of the general profile document indicates that, in addition to the percentages of economically active residents, single person households and households without a vehicle, the profile draws upon information from the CDC Community Facilities database and Chichester Employment Land Review (GT has downloaded copy Review Update Jan 2013). The meeting noted the extent of information set out in the Slaugham Parish Neighbourhood Development Plan Pre-Submission document where the following data is set out and compared with the national average:

- working age adults;
- children under 16;
- population over 65;
- economically active residents;
- self-employed;
- percentage of people with highest qualifications;
- percentage of people working in managerial, professional, etc occupations.

It is hoped that similar data can be provided and GT explained that at an earlier meeting with Robert Hayes he had indicated that such requests to CDC should be channelled through Bruce Finch. GT to action.

12. Account needs to be taken of technical infrastructure such as internet access and it was noted that broadband speeds in this area leave much to be desired.

13. Account would need to be taken of the existing stock of employment land, its state, recent additions and redevelopment and turn over – e.g. recent new provision on the old Marshall's site at Hambrook, redevelopment in Clovelly Rd and vacancies at Nutbourne Caravan Centre.

14. It was felt that survey questions could be split into two separate lines – a small number of questions for inclusion in the household survey which would relate to jobs and travel and a further set questions to be addressed only to the business activities. Thought would have to be given to the questions to be asked and their methods of analysis and the two sets of questions would be drafted as soon as possible.

15. In order to give the policy framework for the NDP the policies contained in national and local planning frameworks would be summarised (GT) as would an indication of the methods of approach in other published NDPs. In this way it should be possible to ensure conformity of approach and options with the relevant policy frameworks.

16. The next meeting was arranged for 11 April, commencing at 19:30. **Please note the date of the next meeting is being re-arranged.**