

Southbourne Parish Neighbourhood Plan
Housing Focus Group

Meeting 7.30pm 30th January 2014 at 2 Marsh Cottages, Prinsted

Present: Jonathan Brown, Oona Hickson, Sue Talbot.

Apologies: Bruce Finch, Robert Hayes, Jim Jennings, Robin Rolfe.

Housing Sites Up-dates were presented covering the presentation made by Sue to the Parish Council on 10th December 2013 which set out a suggested housing strategy and sites. Up-dates relating to the meetings held between rCOH, representatives of the Steering Group and Seaward Properties and Hallam Land (7th January) and with Crayfern (8th January) were given by Robert Hayes, Jonathan brown and Sue Talbot. It was agreed that these meetings were sufficiently encouraging for rCOH to progress with drafting the Pre-Submission Plan using the concept plans prepared and presented by Brendan O'Neill at the meetings.

Highways: There was no further significant information to report.

Meeting with CDC and Water Authorities: Roy reported on the meeting he and Sandra James (Bourne County Councillor) had managed to arrange, after many months of requests, with CDC (Chief Executive and officers), the EA and Southern Water. He had given a presentation questioning the information upon which CDC had based their assumptions about waste water treatment capacity in the catchment of the Thornham Works. In particular, he queried the dry weather flow calculations, the discrepancies between published information produced by different consultants and Southern Water at different times. He made the point that local residents consider that discharging storm water into Chichester Harbour is not an acceptable practice, and in any case there should be a reliable system in place to report these discharges. CDC and others at the meeting had noted what he said and he hoped that he would receive a response.

Projects and further Work on the Plan: Sue had completed a first draft covering work to be done in order to complete the Plan. This was circulated for information.

The meeting ended about 9.30pm.

Southbourne Parish Neighbourhood Plan – DRAFT 1

Outstanding work/Possible projects (39 so far – land use based and required for Neighbourhood Plan shown in bold, the rest are management matters for longer term)

No	Project	Work required	Who	Date required
	SPORT AND RECREATION			
1	Parish Recreation Ground	Finalise any proposals for area.	Parish Council Recreation Sub- Committee + Business and Economy Focus Group	
2	Recreation facilities in Southbourne (Sports Fields and changing facilities)	<ol style="list-style-type: none"> 1) List of all existing facilities including those shared with Bourne (hours available) and those provided by Leisure Centre and Southbourne Club. 2) Current cost to Parish Council 3) What are community requirements. Check with Leisure Centre staff, Bourne PE staff + CDC report on Open Spaces. 4) What is available in Emsworth, Westbourne and Hambrook, distances. 5) Calculate any existing shortfall – types and sizes. 6) What is required in connection with new housing development. 7) Possible sites in Parish 8) Cost of providing and maintaining new facilities 	Parish Council Recreation Sub- Committee + Leisure Centre + Bourne PE	
3	Children’s Play Areas	<ol style="list-style-type: none"> 1) How many existing and where (produce map). 2) What size, equipment and quality. 3) Who manages them. 4) Current cost to parish Council 5) What is available in Hambrook. 6) Calculate any existing shortfall 7) What is required in connection with new housing development. 8) Possible sites in Parish 9) Cost of providing and maintaining new facilities 	Parish Council Recreation Sub- Committee	
4	Public Open Space requirements	<ol style="list-style-type: none"> 1) Existing open space (produce map) 2) What size and type 3) Links between existing spaces and potential links (+ to neighbouring Parishes) 4) Who manages them. 5) Current cost to Parish Council 6) What is shortfall, check CDC report on open spaces. Size and type. 7) What is required in connection with new housing development 8) Possible sites in Parish 9) Cost of providing and maintaining new facilities 		
5	SANG / ANGSt (mitigation provision)	What is the special requirement / where?	Advice needed from rCOH, CDC	25 Feb
6	Green Ring b) Landscape setting c) Links to	Any detailing of concept required at this stage?		

	elsewhere			
7	Public footpaths and bridleways	<ol style="list-style-type: none"> 1) Existing routes (check map) 2) Establish responsibilities and existing maintenance programme 3) Check/walk all routes, identify any problems including suitability of surface and state of adjoining ditches 4) Identify any gaps in network 5) What is required in connection with new housing development 6) Confirm volunteer wardening programme 	Transport Focus Group + WSCC (Rights of Way)	
8	Allotments	<ol style="list-style-type: none"> 1) Compile list of existing (include Westbourne, Hambrook, Emsworth) 2) Map 3) Ownership, responsibility and management 4) Check availability/surplus/shortage 5) Best location for any new ones 6) Management arrangements 		
	TRANSPORT			
9	Bus service north end of Southbourne + Bus Shelters	<ol style="list-style-type: none"> 1) Continue negotiations with 3 parties 2) Cost implications 3) Priority placing ref S106 money 	Transport Focus Group + Emsworth and District Motor Services +WSCC +Hants CC	
10	Cycle routes	<ol style="list-style-type: none"> 1) Find out who in WSCC responsible for implementation and their programme for provision and maintenance 2) What is required in connection with new housing development 3) Priority gaps to be implemented 4) Priority placing ref S106 money 	Transport Focus Group +WSCC	
11	Bike racks at Southbourne Station	<ol style="list-style-type: none"> 1) Find out if required - survey 2) Identify options 3) Capital cost 4) Responsibility for maintenance and costs 5) Priority placing for S106 money 	Transport Focus Group + WSCC + Network Rail	
12	Bus Shelters	<ol style="list-style-type: none"> 1) Map location of existing stops and shelters/condition 2) Any need for more/repairs 3) Capital cost 4) Responsibility for maintenance and costs. 5) Prevention of vandalism project 6) Priority placing ref S106 money 	Transport Focus Group + WSCC	
13	Car parking for Railway Station	<ol style="list-style-type: none"> 1) Find out where currently parked and how many 2) Consider alternatives 3) Proposed solution – location and cost 	Transport Focus Group	
	FLOODING			
14	Surface Water Flooding– ditch clearance	<ol style="list-style-type: none"> 1) Find out and record which authorities are responsible for particular aspects (including Parish Council) and put on Parish website 2) Identify problem areas/ditches/owners (map). 4) What is expected from new housing development Nutbourne, Gosden Green) 3) Prepare plan for future to resolve problems. Parish Reporting system? 	Parish Clerk + Roy Seabrook?	

	COMMUNITY			
15	Community Buildings	<ol style="list-style-type: none"> 1) Existing community buildings <ul style="list-style-type: none"> - ownership - condition - current maintenance costs - fit for existing purpose (size/type) - fit for 15yrs + time 2) Potential for amalgamation 3) Gaps in provision (Youth+) 4) Potential revenue from existing sites 5) Capital cost of new facilities 6) Revenue cost of new facilities and staff 7) What needed, where, when 		
16	Community Trust or similar	Investigate means for dealing with provision and maintenance of community facilities	Bill Ferguson?	
17	Identifying Local Assets	1) identifying local community assets which the community would like to secure	Bill Ferguson	
18	Identifying land owned by public authorities in Parish	Check WSCC and CDC registers	Sue Talbot	
19	Medical facilities	1) Check size of suggested extension area		
20	Bourne College ?			
	BUSINESS			
21	Business Association	Is there a need for Southbourne Assoc. If not what is needed to join Emsworth?	Business & Economy FG	
22	Retail	Checking whether expansion plans likely for Plan period	Business & Economy FG	
	NATURAL ENVIRONMENT			
23	Nature conservation projects	<ol style="list-style-type: none"> 1) Hedgerow survey 2) Important Tree survey 3) Water Vole survey 4) Bat survey 5) Amphibian and reptile surveys 6) Garden survey 7) Hedge laying instruction 8) Local Record keeping 9) Other conservation work 	Action for Wildlife (Southbourne). First meeting held 18.1.14	
24	Identifying Local Assets	<ol style="list-style-type: none"> 1) Identifying sites of conservation significance which are currently unprotected 2) Finding out how best to protect with landowner co-operation 3) Implementing 	Environment Focus Group	
25	Tree Planting	<ol style="list-style-type: none"> 1) Identify priority areas, possible sites 2) Find out land ownership 3) Discuss with local residents 4) Prepare planting and maintenance plans 5) Involve local residents in planting and maintenance 		

	BUILT ENVIRONMENT			
26	Identifying local assets	1) Identify buildings and structures of local importance not currently protected	Heritage Focus Group + Philip MacDougal	
	HOUSING			
27	Checking sites - ecology (desktop)	Contact Sussex Wildlife Trust		
28	Checking sites - archaeology (desktop)	Contact CDC or WSCC		
29	Preferred housing sites	Check boundaries/potential links to surroundings	Housing Focus Group	
30	Affordable Housing provision	Check with CDC for figures		
31	Sustainable housing construction standards	Check with CDC Planning and Building Regs		
32	Police	Need to consult on N Plan development proposals		
33	Site Selection Report	Prepare	Sue Talbot	
	MISCELLANEOUS			
34	N Plan SEA		Consultant	
35	Parish Council Drop-in Sessions	1) Saturday mornings rota 2) Record, pass on and act on comments from local residents	Jacky Grant – already underway, began Dec 2013	
36	Nutbourne Projects	Allotments, enhanced open space, shop	Phillip MacDougal	
37	Hermitage/Lumley projects	?	Bruce Finch, Graham Hicks, Robin Rolfe.?	
38	S106 and CIL	1) Check progress with CDC 2) Likely revenue to Parish Council 3) How to be managed/invested by PC 4) Draft priorities list for CDC and WSCC	Parish Clerk + Housing Focus Group	
39	Settlement Boundaries	1) Check Local Plan policy with CDC 2) Redraw Southbourne, Hermitage, Nutbourne	Sue Talbot	