

Minutes of Southbourne Neighbourhood Plan Steering Group 3rd June 2014

Attendees: Alice Smith, Bill Ferguson, Chris Bulbeck, Geoff Talbot, Graham Hicks, Jack Moss, Jonathan Brown, John Southgate, Lawrence Tirebuck, Mark Everson, Mike Downer, Peter Hicks, Robert Hayes, Roy Seabrook, Sarah Richardson and Sue Talbot.

Apologies: Bruce Finch, Jacky Grant, Jim Jennings, Lisa Leader, Marjorie Bulbeck, Oona Hickson, Rowena Tyler and Sandra James.

1. Welcome & apologies submitted.
2. Minutes of last meeting: minutes of May meeting approved.
3. Pre-Submission Neighbourhood Plan:
 - (i) Responses received: Approx 76 responses so far, comprised of 15 letters, 19 forms from public meetings, 4 statutory consultees, 33 emails received and 5 parish council website forms received. Most are in support. No one significant item has been subject of negative comments. Mainly residents are acknowledging the hard work that has gone into the creation of the plan, the common sense approach and are happy that the plan recommends avoidance of any further congestion problems at the Stein Road crossing. Main concerns are drainage, school places and GP surgery capacity (also chemist's capacity). This is in line with the results of the residents' survey in July 2013. Although the team have spoken to the GP surgery (their response is that to deal with the extra residents one more GP will be hired, there will be no increase in parking), we do not have that in writing **ACTION BILL FERGUSON** to write to the surgery to request a written response. We will point out that as the catchment area covers rural locations, that parking at the surgery is an issue we would like to see given some thought. Robert Hayes also seeing Justin Smith shortly, and will discuss **ACTION ROBERT HAYES**.
 - (ii) Network Rail are in support of the plan and hope to put a formal positive response in before the deadline of June 5th.
 - (iii) Environment Agency broadly supportive.
 - (iv) English Heritage has identified some gaps; this has been passed to Neil Homer to deal with. **ACTION NEIL HOMER**
 - (v) Authorities Consulted: No response yet from WSCC or CDC, or neighbouring authorities. **ACTION ROBERT HAYES** to chase CDC and WSCC, Lucy Seymour-Bowdery, who is co-ordinator for the responses at WSCC.
 - (vi) Developers' responses – only Mr Jupp has responded so far, we need to chase up the rest of those that represent sites identified in the plan as suitable for development. As they are parties to the plan, their views are important. **ACTION ROBERT HAYES**.
 - (vii) Collation of responses: All responses are to be shared with Neil Homer ASAP. What we have can be scanned and sent over now **ACTION SUE & GEOFF TALBOT**, and those that come in this week can be sent over by Lawrence, **ACTION LAWRENCE TIREBUCK**. All the responses are to be listed. **ACTION LAWRENCE TIREBUCK**. Query on how strict the deadline is, i.e. if something comes in last can it be included **ACTION ALICE SMITH** to ask Neil/Rowena. Robert Hayes or Chris Bulbeck will collect post from village hall on Friday if Lawrence is not there, to ensure last lot of letters are counted. **ACTION ROBERT HAYES/CHRIS BULBECK**.
 - (viii) Special Steering Group meeting June 16th the Steering Group will review Neil Homer's recommendations, and any decisions required will be made at this meeting. Reminder to the Parish Council members that do not attend the Steering Group meetings, that they should attend on June 16th unless they are happy for decisions to be made in their absence. **ACTION LAWRENCE TIREBUCK** to advise PC at next week's parish council meeting. It is advisable that all members who can, do attend this meeting on 16th June, in order to hear the final plans for themselves. **ACTION PARISH COUNCIL** There is a delegated authority for Robert Hayes, Chris Bulbeck, Mark Everson and Jonathan Brown to approve on behalf of the parish council.
 - (ix) Executive Summary: When the final version of the plan is ready we would like to have an executive summary, i.e. 2 pages that can be easily understood by all residents, well before the referendum. **ACTION JONATHAN BROWN**.
 - (x) Consultation statement needs to be ready for June 16th. Draft to be issued to all as soon as it's ready. **ACTION BILL FERGUSON**.

4. SEA: English Heritage are concerned that this does not give the prominence to Heritage issues that it would like to see, but it does not give prominence to other areas either, it is a balanced document. The scoping document hardly mentions heritage and the SEA follows the scoping document. In this respect the SEA is complete. The English Heritage comments do not affect the sites assessments or the key elements of the plan. Some of their comments ask for more data to be included/referred to, so we can relatively easily secure some of that data and include it in the SEA. The Heritage Focal **Group** thinks CDC should be doing this work. It is a matter of looking up existing tables and referring to them. We may need to amend the plan to refer to some additional policies. English Heritage are concerned about the lack of a character study and a management plan for heritage items. This has been sent to Neil Homer for his guidance.

ACTION NEIL HOMER

5. Response to Developers letters and emails: Steering Group sub group will meet with Crayfern June 9th as per their email to discuss their plans, and to determine if they are in line with the neighbourhood plan policies. **ACTION ROBERT HAYES.** Contact from developer of Dunkirk, this site is within defined built up area so not part of neighbourhood plan remit, but the developer would like to meet the parish council or steering group to discuss their plans. **ACTION ROBERT HAYES**
6. Timetable and immediate deliverables Meeting with CDC June 11th (Steering Group subgroup to attend) and parish council meetings need to be added in. Need to send to Sarah West and get her to confirm that CDC will meet all their target dates **ACTION ALICE SMITH.**
7. Action List from Sue & Geoff All now dealt with.
8. Registering Community Assets. Parish council has a subgroup in place to deal with this. Yet to meet but will be meeting soon.
9. Parish questionnaire and results to go on website. The Airs document is there, the extra information has been sent to David Linington but the pages are not yet ready to go live, suggest we give up... each Focus Group can put what they want on their Focus Group pages.
10. Current Planning Appeals & Applications Contact from the developer for the Dunkirk site, who wishes to speak to parish council about their plans. Seawards x 3 sites, applications in, awaiting planning committee. Current Seawards applications do not meet with the draft neighbourhood plan policies. If approved we will need no other building to meet 350 target, therefore have little chance of achieving green ring, new road to west of Southbourne village and many other aspirations of the plan. The Seawards applications differ to the plans that they showed to the neighbourhood plan team and to the public in 2013, for example the entrance to the Loveders site was shown to us to be from the A259, now it is proposed to be partly from Inlands Road (30 dwellings) and part from the A259 (127 dwellings) .
11. Focus Groups:
 - (i) Transport: the group met with Network Rail (Clive Robey, Level Crossing Manager) on 22 May 2014. Mr Robey indicated his support for the draft Neighbourhood Plan, especially the safeguarding for the longer term provision of elevated crossings of the railway line and that Network Rail would be submitting a formal response by 05 June. He stressed that "user operated pedestrian crossings" of the railway are a significant safety concern both of the Office of the Rail Regulator and Network Rail and every opportunity will be taken to close such crossings where alternative options can be pursued. Mr Robey is supportive of a footpath link to the east of the station on the south side of the railway line. He, together with Rail Track colleagues, would be happy to meet with FG members to discuss possible means of implementing proposals set out in the draft Plan. At the time of the meeting Network Rail had been consulted and responded on 2 of Seaward applications south of the railway line; whilst Network Rail's formal response to the application south of Cooks Lane was awaited Mr Robey indicated his concern regarding potential impact on the Inlands Road level crossing.
 - (ii) Drainage: Roy has written to Andrew Tyrie several times requesting that SW are required to notify appropriate authorities when storm discharges occur. Roy has requested a meeting and although responses are received, the requested meeting is not referred to in those replies. SW response to this request for a notification of storm discharges is a response advising that the EA are happy with the way things are done currently. Can we progress a meeting with Andrew Tyrie to discuss? **ACTION ROBERT HAYES**
12. Budget update. Parish council is happy with the way the costs are being kept to a minimum.
13. Future SG meetings it was agreed that the meetings will be moved to the first Tuesday in each month, therefore the future dates are Tuesday 1st July, 5th August, 2nd Sept, 1st Oct, 4th Nov and 2nd Dec 2104. All meetings are at the Church Centre at St John's Church, Stein Road, Southbourne PO20 8LB at 7.30pm.