

## Minutes of Southbourne Neighbourhood Plan Steering Group 4<sup>th</sup> February 2014

**Attendees:** Alice Smith, Bill Ferguson, Brendan o'Neil, Bruce Finch, Chris Bulbeck, Geoff Talbot, Graham Hicks, Jack Moss, Jonathan Brown, John Southgate, Lawrence Tirebuck, Marjorie Bulbeck, Mark Everson, Oona Hickson, Robert Hayes, Rowena Tyler, Roy Seabrook, and Sue Talbot.

**Apologies:**, Jacky Grant, Jim Jennings, Lisa Leader, Mike Downer, Sandra James, Sarah Richardson and Tom Hulton.

1. Welcome & apologies submitted.
2. Minutes of last meeting: minutes of January meeting approved, subject to some amendments.
3. First draft Pre-Submission Neighbourhood Plan Policies Presented by Brendan O'Neil of rCOH. Policies that are covered by the CDC local plan will not be included in the Southbourne Parish Neighbourhood Plan. The Parish plan will include those policies that are not in the CDC plan. Once the N/plan is adopted it will replace FADS (Facilitating Appropriate Development Interim Statement Policy), which will at that point no longer apply. The parish's settlement boundary, as defined by the plan, will be set when the neighbourhood plan is adopted. The draft policy presented by rCOH is to go to the Parish Council on February 11<sup>th</sup> for their review. Some refinements, as directed by the Steering Group and the Parish Council will be expected over the next few weeks, and perhaps additional policies to go in, providing we have a sound evidence base for those extra policies. The Steering Group voted to approve the draft policy presented today (14 for, 2 abstain), and recommend it to the Parish Council.
4. SEA Roles & Funding: This item deferred as there is a meeting to discuss this subject on Feb 5th 2014. Attending are Robert Hayes, Sue & Geoff Talbot and Bill Ferguson. It is understood CDC will fund the cost of the SEA, and rCOH are willing to do the SEA – need to be clear whether CDC or the Parish Council will be appointing the company that undertake the SEA. It is understood that Slaugham Parish Council's neighbourhood plan recently failed at the examiner stage, due to the SEA not meeting the examiner's requirements as well as lack of evidence supporting the housing targets. Slaugham have been assisted by rCOH and AiRS in creating and submitting their neighbourhood plan.
5. Process for community facilities/community development trust. Setting up Community Development Trust. Registering Community Assets. A meeting was held on January 15<sup>th</sup>, minutes are on the website. The general conclusion was that all these activities should be delegated to the Parish Council.
6. SPNP Business, Employment and Leisure Improvement Project. Bill presented a draft project plan, which is something which may be considered as a long term goal, or pursued outside the n/plan (i.e. as a CIC) subject to feasibility study and evidence base regarding need. Perhaps demand can be found and documented in order for this to be considered as a standalone project. It was agreed that at this stage in the neighbourhood plan process we could not include as a policy in this neighbourhood plan due to lack of evidence base. The examiner will reject policies in plans if there is not a sound evidence base to support each policy. This proposal will be put to the Parish Council for their review but not as a policy within the current neighbourhood plan. It was agreed that the First draft Pre-Submission Neighbourhood Plan Policies could be amended to include some text that gives the option to pursue a plan such as this but does not commit the parish to such a project. This was agreed by a vote of 10 yes, 3 no, 3 abstain. **ACTION Neil Homer and Brendan O'Neil** to discuss the appropriate text, and agreed such with both Steering Group and Parish Council.
7. Parish questionnaire and results to go on website. A final version of the results of the parish questionnaire has been received and circulated, however an important error has been spotted, therefore every focus group is asked to review the part of that document that relates to their group in order to ensure that there are no more errors. **ACTION FOCUS GROUPS BY 4 March 2014** The error was re the employment land – the narrative said over 50% of residents wanted land made available for business use, but the numbers at the back advise over 50% did NOT want this. Simon Kiley of AiRS has advised the numbers were right and the text was wrong and has provided a revised report with the correct information. It was queried why the analysis prepared by the Neighbourhood Plan team has not been used in the report. **ACTION ALICE to ask ROWENA.** The report is intended to be published by 4<sup>th</sup> March 2014. Is there a data file we could use for checking other issues found? **ACTION ALICE to ask ROWENA.**
8. Current Planning Appeals & Applications – deferred due to late time. Nothing major recently.
9. Focus Group: All focus groups are putting their minutes on the website.
10. Budget update. Latest budget provided with the minutes, £60 spend since last month.
11. Timetable Rowena has send to Neil Homer to be updated. **ACTION NEIL HOMER.**
12. Any new members? Please all send details to Mike Downer so he can complete maps.
12. 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 4th March, 1st April, 6th May, 3rd June, 1<sup>st</sup> July and 5th August 2104. All meetings are at the Church Centre at St John's Church, Stein Road, Southbourne PO20 8LB at 7.30pm.