

Minutes of Southbourne Neighbourhood Plan Steering Group 4th November 2014

Attendees: Alice Smith, Bill Ferguson, Bruce Finch, Geoff Talbot, Jonathan Brown, John Southgate, Mark Everson, Mike Downer, Oona Hickson, 2 Peter Hicks, Robert Hayes, Sarah Richardson, Sue Talbot.

Apologies: Jack Moss, Jim Jennings, Lawrence Tirebuck, Roy Seabrook and Sandra James.

1. Welcome & apologies submitted.
2. Minutes of last meeting: minutes of October meeting approved subject to the attendees and apologies being updated **ACTION OONA HICKSON** to pass info to Alice
3. Neighbourhood Plan Status
 - (i) CDC plan is ongoing. New dates have been set. Developers pushing hard for higher numbers in all areas. Examiner has asked CDC to review methodology for district housing numbers and to review the evidence base, to ensure it is strong enough to back up the numbers in the local plan. Developers, not surprisingly, say that Chichester has greater capacity than the current plan. Fortunately we have sound evidence to back up our site selection, and all other matters in the Southbourne plan. We must seek guidance from Neil Homer in the first instance as to how we manage any change in requirement for the Parish **ACTION ROBERT HAYES**
 - ii) Speaking at CDC examinations The process does not normally allow anyone to speak who did not object to the plan initially. The drainage team would like to speak re the drainage at Southbourne and need to get their information to someone who is going to attend and address the hearing. Sandra James is to attend at two dates and will be covering infrastructure. Anyone who has relevant information ought to be allowed to speak and Bruce Finch has now been given the opportunity to speak on 3 December on the new information prepared by CDC. Sue Talbot attended in a personal capacity having objected to the FAD policy and was able to incorporate information on the progress of the Neighbourhood Plan. Southbourne Parish council did not object to the original plan. **ACTION DRAINAGE TEAM.**
 - iii) Southbourne Plan Strategy as we are at such an advanced stage in the process we must stick to our strategy and not change it now, regardless of concerns or changes in the CDC local plan. If necessary, we can amend our neighbourhood plan if required as part of its normal required review process (5 yearly). This plan has taken 20 months of hard work, and lots of community engagement. Most of the 120 plus objections to the application for 150 homes off Cooks Lane reference the neighbourhood plan; this is fantastic with regards to community engagement with the neighbourhood plan. We do not want to lose this engagement by changing our plan at this late stage. To re-consult the community on a new strategy at this point would weaken the community's faith in the plan. Our strategy is 350 homes south of the railway line and feeding directly onto the A259. Anything else would need to be after a footbridge and a road over the train gates. If we have any development north of the railway line now it weakens our ability to pursue this strategy. Our strategy is to expand the village of Southbourne accordingly. The two applications north of Cooks Lane do not do this. This decision to continue with our strategy must be ratified next week by the Parish Council **ACTION PARISH COUNCILLORS.**
 - iv) Progress: we are ahead of the other local neighbourhood plans and advancing to examination.
 - v) Examiner: CDC provided a list of 4 examiners to choose from, one has been selected by a subgroup of the parish council. This is Jeremy Edge. He has already inspected 2 or 3 neighbourhood plans and is reviewing the Fishbourne plan so has some knowledge of our locality already. We do not know if he has accepted the job. **ACTION ROBERT HAYES** to confirm he has accepted the role. The Fishbourne plan is now delayed as they have not completed an SEA. We hope he can review the Southbourne plan in the unexpected window in his calendar caused by the Fishbourne delay. **ACTION BRUCE FINCH** to confirm if Jeremy Edge is immediately available. To see his qualifications etc, follow this link [Jeremy Edge](#)
 - vi) Voting – people have to be on the electoral roll to be able to vote on the neighbourhood plan, if you are not registered to vote then you cannot vote on this plan. Please remind people that they must be registered to vote with CDC.
 - vii) Postal Voting The referendum should be as any other district vote, so postal votes ought to be available to those that normally use them **ACTION SARAH RICHARDSON** to check.

4. Executive Summary this is still outstanding. Jonathan Brown has agreed to produce a draft. This will be circulated when available so that the steering group can review and offer changes before it is finalised. Expected to be approx 400 words explaining the plan and its aims, the green ring, the road and footbridge over the train line and so on. A leaflet will be created using the funding from the missed clippings leaflet, expected to be A3, folded in half to provide 4 x A4 pages, to present the executive summary maps and so on. Maps and diagrams are essential so that the residents can understand what the neighbourhood plan is proposing. This can be started on now, so that it is ready to go as soon as the exec summary is ready and the dates are definite. **ACTION COMMUNICATIONS TEAM.**
5. Timetable & Items Due Now: We need to stick to the original timeframe; there is no reason to amend it. It might-be more convenient for CDC for us to delay our plan so that the timeframe is in line with theirs, but this is not an appropriate reason for us to delay the Southbourne neighbourhood plan's timetable or referendum. Sue Payne has sent a note advising the referendum will be put back to April, but we intend to pursue the original Feb date. Bruce Finch to contact CDC to confirm that we wish to continue with our original timeframe. All items in our timetable can be expedited quickly; there are no known reasons for any delays. All the required documents were lodged with CDC for the Reg 16 consultation. CDC do not need to review or process the documents, merely pass them on to the examiner, so we need re-assurance that CDC will do this asap so there are no delays with the Southbourne neighbourhood plan. **ACTION BRUCE FINCH.**
6. Planning issues.
 - i) Breach Avenue Site: this has been red carded so the decision cannot be delegated it has to go to the planning committee. Over 60 objections to this 34 dwelling proposal.
 - ii) Loveders Site & School Access: The junior school has been in discussion with Seawards re a potential footpath to the north of the school playground, joining the new estate to the train station/Stein Road, and a drop off site to the north west of the new site, to be within school grounds and school control. **ACTION ROBERT HAYES** to liaise with school and keep up to date with this.
 - iii) Loveders Site & Network Rail: Network Rail have been sent the plans for this site, i.e. land for footbridge and so on, we should be talking to Network Rail to progress the ideas that are in it. **ACTION TRANSPORT GROUP.**
 - iv) Southbourne Service Station it was noted that this application has been approved, and for sale signs are now up on this site.
 - v) Site north of Cooks Lane, two applications one application is asking if residential development of 150 dwellings is acceptable in principle. A second application is to find out if an Environment Impact Assessment would be required for 50 dwellings right next to the 150 dwelling site, both north of Cooks Lane. The sites are both being put forward by the same group of consultants. The application for 150 homes has been red carded so the decision cannot be delegated it has to go to the planning committee. This site was rejected by the neighbourhood plan so it is expected that the Parish Council will object to both on the grounds that the neighbourhood plan rejected the site, i.e.

Not Suitable – The site is in Flood Zone 1, but the site contains a system of ditches which feed eventually into the Ham Brook to the east and this would need to be taken into account. No nature conservation designations but there are a number of established hedges which may be of wildlife interest. There are known to be reptiles and amphibians in the area. An ecological survey would be needed with appropriate mitigation measures required. The proposal is unlikely to have a significant disturbance effect on Solent European sites subject to the mitigation required in Chichester District Council's Interim Policy, and can therefore be screened out from any further assessment of this issue under the Habitats Regulations. The site is not constrained by Listed Buildings or Conservation Areas. The northern part of the site is located within Landscape Character area 81, which has been identified as Substantial (16-20) in terms of Final assessment landscape Sensitivity. The southern part is within Landscape Character Area 82, which has been identified as Moderate (11-15 out of 25) in terms of the Final Assessment Landscape Sensitivity. There is an existing vehicular access to Cooks Lane where an improved access would be provided. Improvement to the existing vehicular access to Cooks Lane would need to be provided. Cooks Lane is reasonably wide at its western end, although frequently constrained by on-street parking. East of the site it is narrow, just allowing vehicles to pass and repass, with no footway. The junction with Inlands Road is poor. Prior's Leaze Lane is winding and narrow. Inlands Road is narrow with places where vehicles cannot pass and repass, and the level crossing creates delays. It is understood that there are Highway Authority concerns about increased use of Cooks Lane, Inlands Road and Priors Leaze Lane, and local residents have pointed out the problems. If traffic uses Stein Road to reach the A259 it will pass over the level crossing, again increasing delays. The site is also one of the more distant from the majority of local services. Capable of helping provide the Southbourne Green Ring defined in Policy 3 of the SPNP. Some Grade1 land, preferable to avoid building on when alternative land of a lower quality is available elsewhere in Southbourne. Development need not be detrimental to the amenities of existing neighbouring properties. A scheme has been presented which proposes 125-150 dwellings with sports fields, open space and new footpaths. This scheme does not resolve the junction issues at the eastern end of Cooks Lane as this would require land outside the developer's control. In order to widen Cooks Lane it would be necessary to remove the established and substantial hedges that bound both sides of the road and use land that is outside of the developers' control.

Not acceptable – increased traffic congestion at the Stein Road level crossing and concerns about increased traffic in Cooks Lane, Priors Leaze lane and Inlands Road. Site is comparatively distant from the majority of services located south of the railway, although the footbridge over the railway would improve accessibility. Development would conflict with two of the five principles. Development would conflict with two of the five principles.

7. Budget circulated prior to the meeting. There are printing bills to be submitted to the parish council.
8. AOB
 - i) Devizes In a recent appeal against a refusal for housing and other development. The Secretary of State intervened and said that irrespective of the lack of land for a 5 year housing supply, the application conflicted with the neighbourhood plan which was out on its Reg 16 consultation, and the Plan was therefore sufficiently advanced to take precedence. The Inspector had recommended allowing the appeal but the Secretary of State overturned this. This is encouraging for the Southbourne plan, which is at a more advanced stage than the Devizes Area Neighbourhood Plan was at that point.
 - ii) Website must be up to date before the examiner starts to look at it. All pages with an owner must be checked ASAP by the owner, all pages without an owner will need to be owned by the parish council, who need to review those pages and get any changes to David Linington ASAP, **ACTION PARISH COUNCIL & ALL WEBSITE PAGE OWNERS** Many changes have been submitted, Robert to discuss with David. Many, many hours have been put into this by Sue Talbot, Ruth Heelan and Alice Smith. Jacky Grant is the website owner for the Parish Council she will need to work with David to ensure all is ready for the examiner. **ACTION JACKY GRANT & ACTION ROBERT HAYES**
 - iii) Schedule of comments is on the website, created by Lawrence however there are about 20 comments that are illegible; these need to be typed out ASAP as the examiner will look at this. It will take a few hours but he PC must ensure this is done as a matter of urgency. **ACTION LAWRENCE TIREBUCK & PARISH COUNCIL.**
 - iv) Environment Group Sarah Richardson (Env group focal point) cannot attend the Steering Group meetings Jan – April 2015. Diane Goodman will attend in her place to ensure that the Environment Group are represented. Alice will send matters for the Environment Group focal point to the whole Environment team to ensure that Sarah's absence does not cause any communication issues. **ACTION ENVIRONMENT GROUP & ALICE SMITH**
 - v) Drainage figures used by CDC: Roy has had a meeting with Southern Water and CDC re Loveders site and other site. CDC are still relying on the old documents from SW but are not listening to Roy's information. There is a range of missing data from CDC, SW and the EA. It was suggested that this be discussed at the Parish Council, and that OFWAT and the Environment Agency be made aware of these issues. We need to get the referendum through and then focus on infrastructure mechanisms rather than individual applications. We need to help Roy progress this as CDC are not listening to Roy or to Sandra James. We need to make the argument in a different way. They need to see that the data they have is wrong, but it is not clear how to achieve this. CDC have taken the SW figures and assumed that they are ok. Need to use EA and OFWAT to get CDC to review the drainage figures properly. **ACTION JACKY GRANT** West Sussex has launched a radio campaign on ditch clearing, can we involve them in this debate? **ACTION DRAINAGE TEAM** The Parish has powers under the water acts. Bosham, Chidham and others have used these powers. The parish can look at the ditches and have power to get the landowners to clean them out **ACTION PARISH COUNCIL/DRAINAGE TEAM** It is suggested that wastewater tests are done before development at any site to highlight issues prior to building. Bosham used a different approach and got funding to solve the problem, is this approach available to us? This does not however deal with capacity issues and incorrect headroom figures being provided by SW. **ACTION PARISH COUNCIL/DRAINAGE TEAM** Roy is requesting that the parish council complain to OFWAT re the use of incorrect data by CDC (data supplied by SW). SW have calculated headroom. Roy has offered to do all the work if the Parish Council will submit the complaint.
 - vi) New Parish Councillors the parish council has an election in May 2015. New Parish Councillors will have to be ready to work on these issues as a matter of priority over normal parish council business. This must be made clear to everyone putting their name forward for parish councillor next year.
 - vii) Posters can we have a poster before Xmas, i.e. examiner appointed? Referendum coming **ACTION COMMUNICATIONS TEAM.**
9. Future SG meetings future dates are all first Tuesday in each month - 6 Jan, 3 Feb, 3 March, 7 April, 5 May 2015- at the Church Centre at St John's Church, Stein Road, Southbourne PO20 8LB at 7.30pm.