

## Minutes of Southbourne Neighbourhood Plan Steering Group 7<sup>th</sup> Oct 2013

**Attendees:** Bruce Finch, Geoff Talbot, Graham Hicks, Jack Moss, Jacky Grant, John Southgate, Keith Parham, Mike Downer, Oona Hickson, Robert Hayes, Roy Seabrook,, Sandra James, Sarah Richardson, Sue Talbot, Rowena Tyler. ( added from the Attendees list?)

**Apologies:** Bill Ferguson, Jim Jennings, Tom Bell, Alice Smith, Chris Bulbeck, Marjorie Bulbeck, Ruth Heelan.

1. Welcome & apologies submitted.
2. Minutes of last meeting: minutes of 2<sup>nd</sup> September meeting approved, with minor typographical changes.  
**Actions: 3ii** Drainage, Bruce Finch reported he had had several meetings with Amanda Jobling, though there had been less success with Susan Solburgh the Assistant Manager at Southern Water. Although some progress had been made including speaking to the Company who had done the original calculation of the capacity, there remains the need for a meeting with Southern Water and **Bruce Finch will continue to press for this meeting.**  
**3iii**The Parish had made a response to the revised Local Plan as had several steering group members.  
**5.** Robert reported he will work with Lawrence to work on further funding through the Parish Council.  
**6.** Bruce and Sandra had had further discussions regarding the boundary change and the potential pro rata split with Chidham of the 50 houses. Sandra reported there was no methodology for splitting SLHAA the allocation. **Robert will arrange a meeting with Chris B and the Chair of Chidham PC to discuss.**  
**10. RH will ensure that the Parish Website is update with the documents that need to be added.**  
**AOB.** Several members had attended the meeting on the 7<sup>th</sup> Oct regarding affordable housing and Community right to build. At this meeting Tom Bell had reported that the figures for housing would be taken from April 2012. This surprised those present who had asked for this in writing. It is important to establish a date and whether is equates to planning permissions, starts, or completions. **Bruce Finch and Geoff Talbot to follow up.**  
Potential meeting for the 9<sup>th</sup> Nov **It was agreed that Developers would not be invited. Though the questions arising From the 15<sup>th</sup> Oct meeting would be forwarded on to them.**
3. State of the Parish report has been published, and had gone out to developers. There are some hard copies available but most should download it electronically. It was agree that some hard copies should be obtained so the these could be available for the library, Leisure Centre, Farm Shop and Village Hall, so people could be directed to these static copies. **Rowena Tyler will organise this.**
4. The planning workshop of 1<sup>st</sup> October was discussed it was felt to have been a good event and representative of the community. Ruth Heelan has a record of the attendees, and from this minutes and records of the attendees particularly from business will be recorded **Action GT to liaise with Ruth H.**  
The tireless work done by Ruth Heelan and Sue Talbot was noted and recorded and thanks were expressed to all who helped, including Sarah Richardson and Mrs Seabrook. The issue of volunteer burn out was also noted as a real threat. It was agreed that **ST,GT, and RH would email round to all attendees and edited version of the outcomes.**  
**Action point. The need for the Parish to set up a Business association possibly as a sub group of the Emsworth Business Association. It was recommended that Kenrick Garroway from CDC Head of Economic Development be contacted to assist in this endeavour.**  
There was a discussion about certain buses ( the 36a) not collecting passengers in Southbourne. **GT and SJ to investigate. RT will also help with this using Bill Lech? At WSCC.**  
Network rail have finally woken up to the potential implications of development north of the level crossing, and the potential changes to infrastructure that this would require. We have a good contact now in Mr Robey who manages all the level crossings here and Littlehampton. The question of whether upgrades to the crossings and the triggers and costs of this was raised as an issue.  
**RT to consolidate the bullet points from the workshop so this can be used to inform policy for the neighbourhood plan.**
5. The paper for the draft criteria for site selection was discussed and accepted.
6. Developer presentations Event October 15<sup>th</sup>

Bill Ferguson had sent out a detailed schedule of arrangements for the day and of the layout of the hall and the jobs that volunteers are needed to do. He is also trying to get a piece on local radio stations. CB will put up some posters in the farm shop. Neil Homer and Rowena Tyler will not be present. It was agreed that there will be no catering or hot drinks, Water and Squash will be available.

The jobs list will be recirculated. **RH**

After extensive discussion it was agreed that a Panel of representatives from the Steering group would not be used, and that the event would listen to each presentation and record questions using the form provided and time would be allowed for this, though no questions are to be raised on the night. **Action ALL**

7. The issue of potential house building on Thorney to accommodate army personnel was raised, various rumours are circulating, after some discussion it was agreed that **Bruce Finch will establish how this development will be routed through CDC, and its potential impact on the SNP and CDC Local Plan.**
8. Current planning applications Garsons Road, Prinsted Lane, Manor Way. It was clarified to all that these cannot be delayed, but at appeal the SNP would be a consideration.
9. Chidham Boundary Change, previously discussed under Matters Arising.
10. Budget update not available
11. Time table was deferred to the next meeting due to time constraints, and it was agreed to clarify when the CDC Local Plan would go to examination and be adopted. This will be higher up the agenda, next time.  
There was some discussion of the need or not for further consultation. RT expressed the view that there had been considerable community consultation so far. The key issues remain, Site Identification, Policies for the Neighbourhood Plan, Identifying Community needs and Community Benefit. It was agreed that the exhibition in the village hall on November 9<sup>th</sup> should have a representative of all the steering groups present this would be from 10.30-12.30 and would be the opportunity for feedback on the process so far to the community and from the community. No developers would be present.
12. Focus groups due to the late hour this was deferred, though issues had been aired earlier. RT passed on Ed Dickinson from WSCC contact to OH
13. OH agreed to defer the discussion about community centre and community facilities to the next meeting and to produce a paper for discussion for the November meeting. **OH**
14. The CDC neighbourhood planning forum on Friday 1<sup>st</sup> Nov was discussed and it was felt that we were probably beyond this but what its aims were would be established.
15. AOB ST and GT declared that they know socially one of the agents for one of the sites, Douglas Briggs and wanted this to be noted. SR knows Steve Jupp too so again this was noted.  
It was noted that Alice is taking on a great deal, and RH and JG agreed to discuss with her how this can be alleviated.  
RT request that all important emails are also copied to the parish clerk at [info@southbourneparishcouncil.com](mailto:info@southbourneparishcouncil.com)  
Please preface all emails with SNP, when sending to Rowena T.  
Sustainability Environmental Assessment SEA. RT reported that contrary to the minutes ARCo are **not** doing an SEA. This is something that will be done by CDC as an overall exercise of the local plan. It was not yet clear when this was needed or not.
16. The date of next meetings were noted next meeting on 4<sup>th</sup> Nov, then 2<sup>nd</sup> Dec, 6<sup>th</sup> Jan, 3<sup>rd</sup> Feb, 3<sup>rd</sup> March, 6<sup>th</sup> April, 4<sup>th</sup> May (this may be a bank holiday) all meetings at St John's with a 7.30pm Start.

