

Approved Minutes

WEST CHILTINGTON NEIGHBOURHOOD PLAN COUNCIL TO BE HELD ON MONDAY 14 JULY 2014 IN ST MARY'S CHURCH HALL, WEST CHILTINGTON AT 7.30PM

Present:

Amanda Apps WCPC, SG
Muriel Astley
Terence Bermingham
Simon Booth, WCPC
Bruce Bradley
Gillian Bradley, SG
Pam Brown*
Stephen Brown*
Michael Bull

Barry Drennan
Judy Fryer
Norman Kirby, SG
Keith Leonard*
Robert Thornton, SG, WCPC
William Marsden
Janet Methley*
Clive Needham, SG
Jane Needham, SG, Secretary

Ruth Simmonds
Harvie Steele, Interim Chair NPC,
SG, WCPC Chairman
Phil Tapsfield,
Robert Thornton, SG, WCPC
Sylvia Wells *
Janette Wright
Dennis Wright, WCPC Vice Chair

*No email address supplied or appears incorrect

Harvie opened the meeting at 7.30pm. Following the publicity of the Neighbourhood Plan at the Village Show on Saturday, he was pleased to welcome new faces to the best attended meeting yet.

1. **Apologies for absence:** David Foard

2. **Matters Arising from last meeting** – none

3. **Status of 'Actions' from June NPC meeting** –

Item 5 – action not yet completed

Item 6 – not completed

Item 7 - completed

Item 8 - not completed

Item 9 - believe completed

CILS clarification still awaited

4. **Brief Report of the Village Show 12th July 2014** – This had been well attended with lots of interest from parishioners. The display illustrated the progress of the Working Groups to-date with provisional ideas and exposed them to a very large audience. People were interested in learning about the Neighbourhood Plan (NP), particularly planning and built environment. Questionnaires were handed out, with some being completed then and there, with collection boxes available at Nisa and The Post Office for the other returns. Work is at the information gathering stage at the moment – decisions will flow from the information and comments received from parishioners.

5. **Steering Group Update and status of SG 'Actions'** – The SG had met to review the progress of Working Groups that had compiled reports at that point. This gave a general picture of where we are and what was needed to prepare for the Village Show. There is also a new email address (response_wcnp@outlook.com) set up for providing feedback. SG looked at the timetable for completion of the plan. The aim is to get an initial draft plan ready for later this year but as there are many formalities to complete beforehand, approval of the final plan is likely to slip into next year.

SG met informally just before the Village Show to finalise the poster/information display. It is felt that SG is working very well.

William asked about the status of the review of the Village Design Statement (VDS). He had edited part of it as an Introduction to the NP, and wondered how that could contribute to the NP. Robert responded that he, Fran and Judy had started reviewing the VDS last year, with a view to it forming part of the NP and reflecting the changes in planning but there had been no progress since then. It was always expected that the VDS would be included and it had not been forgotten. The aim is to have a re-write available at the next NPC Meeting. **Action**

William asked how Gillian had fared with Transportation and Infrastructure. Gillian replied that she had forwarded his contribution to Norman who was collating information for the plan.

6. **Progress Report - Housing Needs Survey Summary** – The Parish Council is still working on this and their Working Group was going to meet the following evening (Tuesday 15th July).

7. **Progress Report - Planning & Built Environment** – Denis said that HDC's document was too loose and had so many holes in it was not possible to make sensible comments – appendices were referred to that were missing, with other appendices included with no references being made to them. As there was little that appeared to directly concern West Chilton, Dennis had concentrated on Category II status. He felt that the Planning Inspector may reject HDC's policy document in its present form.

William was concerned that planning policy DC 19 will be overlooked. [Note: There was some confusion as to the correct policy reference as what had been DC 19 was re-designated DC15 in 2007.] Robert said that the VDS refers to this policy and that it was always envisaged that this would be included. Harvie added that we [NPC members] all agreed at the start to have the VDS as part of the new NP.

Norman stated that our NP has to fit in with new planning framework, within which there are policies covering 'preserving the character and nature'; 'maintaining separation between settlements' and also 'making development fit the needs of the population'.

Ruth Simmonds asked if the potential replacement of the now defunct Youth Club came under Built Environment section of the NP. A £2,000 feasibility study grant had been made available to look at rebuilding and running the club for Cubs; Scouts; Mother & Toddler Group; Before and After School Care, etc. (There is only 1 child minder in the Parish.) Ruth is very active in exploring all the possibilities surrounding this project which brings together the Smythe Education Foundation and the West Chilton Youth Club Trust – Judy had attended all the meetings so far and reported back to NPC.

It is widely recognised that there are not many activities for Children and Young People within the Parish. It was suggested that if we want families to move into the Parish, then child care and activities for Children and Young People should be available. Harvie says the Parish Council support these ideas. Muriel asked how much this would cost if it were going to be paid by the Parish precept and about running costs. Ruth said the rough cost would be about £250,000 which could be raised from the Parish precept against a loan made by the PC on behalf of the Youth centre. Potential sources of income were discussed. Clive said he had age and population statistics from 2011 which he would pass on to Ruth. **Action**

Ruth asked about provision of bus shelters within the Parish. The PC are looking at two sites for this, one at the Common and the other in the Old Village. Discussions then covered school

transport; before and after school parking and congestion; footpath enhancement; 'Safer Routes to School'; the monitoring of broadband improvement. (This last point is a NP **action**.)

Questions were asked as to whether HDC are going to direct us to build in the Parish, so SHLAA sites and local housing needs for affordable houses and 'downsizing' properties were discussed.

Whilst the parish has not been set a target Norman explained that of the 2250 homes that Horsham proposed to build based on Neighbourhood Plans and windfall sites it could be guessed that our share might be about 30, and that was over 20 years.

This is not the large scale development seen around other parts of Horsham District. In response to a question about building on the golf course and to the west of Orchard Way Norman explained that HDC had carried out a Landscape Capacity Assessment to identify areas that might be developed without any serious impact on the landscape. The two sites on the West Chiltington map fell into this category but it should be understood that there are no actual plans to develop those sites in the foreseeable future. Indeed the land concerned is in private hands. The report and maps are available on the HDC website.

Following on from the Housing Needs Survey the Parish's priorities are affordable housing and smaller dwellings for those wishing to downsize and stay in the Parish. When, where and how this is to be provided will be at the core of the NP.

8. Presentation of Working Groups' Findings:-

West Chiltington Neighbourhood Plan Emerging objectives and policies July 2014

Progress to date

- Neighbourhood Plan Council constituted
- Neighbourhood area agreed (whole of Parish)
- Focus groups identified
- Housing Needs Survey undertaken
- Business Survey undertaken
- HDC Planning Framework
- Steering Group formation
- Village Show consultation
- Initial output from focus groups

Business Focus Group

Issues

- 60 or more run from home businesses
- Poor broadband and mobile communication major issues
- Need for office/light industrial/therapy facilities
- Businesses not located in village content just to advertise
- Limited scope for increased economic activity/employment
- Business support network felt to be desirable
- Better transport links would help business efficiency

Objectives

- Improve broadband and mobile communications

- Support building of office/light industrial/therapy facilities in suitable locations
- Where planning needed support extensions that facilitate homeworking

- Consider opportunities to improve business support network
- Open issue
- Does farming, horticultural, equestrian community need anything?

Built Environment Focus Group

Issues

- Speculative developments, in fill or back land development & windfall sites

- Planning Inspectorate decisions
- Weak planning policy
- The assessed housing need

Objectives

- Control over future development
- Meeting the assessed housing need
- Maintaining the quality of development in the Parish

- Conserving & enhancing the character of the Parish

Natural Environment Focus Group

Issues

- Environmental audit and biodiversity survey shows significant presence of 'at risk'
- Housing demand threatens biodiversity through damage, loss or fragmentation of habitat
- Challenge from development to maintain the character and

- biodiversity of a rural environment and landscape
- Building and infrastructure design can damage habitats
- Flooding damages habitats
- Importance of maintaining Monkmead Wood and its SSSI

Objectives

- Preserve bio-diversity
- Create habitat corridors
- Protect habitats
- Ensure Monkmead Woods continues to be maintained by HDC
- Ensure development pays proper regard to preserving the rural

- character, landscape and endangered habitats
- Ensure design standards minimise flood risk generally and damage to habitats
- Ensure Environment Agency properly surveys and monitors environmental risks from drilling proposals

Transportation & Infrastructure Focus Group

Issues

- Risks from rat running, speeding and HGVs

- Insufficient public transport
- Footpaths

- Parking
- Development risks
- Broadband and mobile communications

Objectives

- Provide safer transport routes through village
- Liaise with WSCC and neighbouring village on transport routes
- Enforce speed limits
- Signage to discourage HGVs
- Improve bus services
- Install seating at bus stops

- Flooding
- Health and well being

- Development to take account of traffic issues
- Improve parking at school
- Footpath enhancement and publicity
- Monitor broadband improvements
- Improve mobile communication
- Flooding remedial works

Health and Wellbeing

Issues

- Lack of direct public transport link to PMG
- Inadequate capability to deal with emergencies

- Limited availability of and experience of defibrillators
- Major emergency planning
- Environmental pollution

Objectives

- Reroute Midhurst-Worthing bus to PMG
- Improve recruitment and training for CHART

- Improve severe weather planning
- Create a major emergency plan
- Monitor and regulate better environmental pollution

Sports and Community

Issues

- Good range of adult activities
- No youth club facilities after damage to building
- Cubs without premises
- Well organised skate park in need of improvement

- Insufficient activities for very elderly, disabled and poor sighted/hard of hearing
- Unfriendly gates for horse riders
- Wish for a wider range of facilities

Objectives

- Rebuild and reopen youth club
- Accommodate cubs in rebuilt youth club building
- Provide before and after school care in rebuilt youth club
- Improve facilities at skate park
- Church to run lunch club for elderly

- Work with neighbouring villages to improve activities for disabled
- Encourage landowners to improve gates for horse riders
- Explore scope for more activities at recreation ground/village hall

Neighbourhood Plan Policies – Provisional

- Favour sustainable development
- Preserve the character of the village
- Improve communications
- Provide limited small business facilities
- Prioritise housing development towards downsizing and affordable homes
- Protect the landscape, environment and biodiversity
- Improve transport and infrastructure to enhance quality of life
- Reduce environmental pollution
- Rebuild youth club – enhance skate park
- Improve facilities for oldest and disabled residents
- Monitor closely any mineral extraction proposals

The Way Forward

- **Consolidate feedback from village show**
- **11 Aug - Initial draft of NP for NP Council review**
- **August – statutory consultation period**
- **7 Sep – final draft available for distribution**
- **13 Sept onwards – public consultation meetings**
- **6 weeks – public consultation period**
- **November – review feedback and prepare NP for professional review**

9. Minerals Presentation. Clive gave an informative and entertaining presentation regarding minerals extraction based upon the geology of the Parish. The presentation will be distributed once copyright permission has been obtained for some of the maps and cross sections. A proposal for a minerals policy was made and was met favourably by the group (see below).

Minerals - Summary

The suggested Policy (WCPMA1) for inclusion in the Neighbourhood Plan is the following:

- To support the ongoing conventional hydrocarbon (gas) exploration programme of Celtique Energy.
- To accept that this programme may prove successful and lead to a small scale gas production facility, similar in scale to the Storrington oilfield facility.
- To oppose unconventional hydrocarbon exploration because the published data demonstrate WCP is on the margins of any potential productive trend.
- To oppose surface mineral extraction of construction materials on the reasonable grounds that, although the resource clearly exists in WCP, it is largely sterilised by the existing housing development.

10. Any Other Business - none

11. Focus of next meeting (Monday 11 August 2014) - Council to review the draft NP at the next meeting. This will be the only agenda item for the meeting – the draft will be circulated a week beforehand.

Harvie thanked everyone for attending and closed the meeting at 9.35pm.