

APPROVED MINUTES

WEST CHILTINGTON

NEIGHBOURHOOD PLAN COUNCIL

HELD ON MONDAY 14 APRIL 2014

IN ST MARY'S CHURCH HALL, WEST CHILTINGTON AT 7.30PM

Present

Amanda Apps, WCPC
Muriel Astley
Simon Booth, WCPC
Michael Bull (no email)
Gillian Bradbury
Anne Bush
Barry Drennan
David Foard
Sarah Fooks
Judy Fryer
George Glibbery
Carol Hudson

Laurie Hudson
Jane Needham, WCNPC Secretary
Ray Parker
Harvie Steele, Chair WCPC, Interim Chair
WCNPC
Phil Tapsfield
Tony Thomas, WC Parish Clerk
Robert Thornton, WCPC
William Marsden
Dennis Wright, WCPC
Janette Wright

Harvie opened the meeting at 7.30pm and welcomed those new to the NPC.

1. Apologies were received from

Bruce Bradbury
Norman Kirby

Clive Needham

2. Matters arising from the last Meeting. West Chilton School's Head Teacher had agreed to include a short article in the School's newsletter about the HNS and NP. It should be noted that not all children attending WCS live within the Parish.

3. Housing Needs Survey Help Sessions Feedback. Harvie thanked Muriel for providing the teas, coffees and biscuits for the two sessions she attended. A total of 28 people attended the three meetings; 7 at the first meeting (amazing given that the HNS letters were only received within the Parish that morning); only 1 visitor was recorded at the Friday evening session, and a further 20 at the Saturday session.

Tony's display boards, especially the old photographs, drew a lot of attention and received many compliments. Volunteers did not receive many questions regarding the HNS nor the NP, but there was interest in SLHAA sites, so word is getting around about these sites which have been proposed for possible future development.

Robert's quick action in obtaining two banners and displaying them at NISA and the Village Hall had helped publicise the sessions. Feedback on the banners was good, and Robert proposed that more banners were purchased and displayed around the Parish. Phil will work up some ideas for this to include a picture of Windmill (if this is to be adopted as the Village image) plus some further information about NPC (ie when meetings are held; who to contact for more information (Tony in the Parish Office)). Whilst taking care not to put too much information in, which

people won't read, it may be useful to put in a slogan like '**It does matter**' to catch the reader's eye.

Action Phil

It was suggested that we contact Radio Sussex to promote our meetings, but there was concern we would attract those from outside the Parish, rather than West Chiltington residents.

Those who had been out hand delivering Phil's leaflets prior to the HNS Help Sessions reported back that the majority of those they engaged with either did not know about NP, or were not interested in participating, but were happy to leave it to others. Ways of overcoming general apathy were discussed and it was agreed that a stall would be taken at the Village Show, at WC Golf Course, on July 12) to promote the NP activities and receive feedback.

{Subsequent Note: Denis has already booked a stall this July 12 at WCGC}

It was too early to know how many HNS forms had been returned.

4. Progress of the NP so far. Jane asked if it was too early to start writing some of NP in draft form, but it was felt that this was premature and there was still much more information to be gathered and collated. The results of the HNS are crucial. William had been reading through NPs of other areas and pointed out that each NP started out with a section 'setting the scene' and describing the Parish. He offered to start working on this as he had previously been involved in the Village Design Statement. Robert, Judy and Fran have already put this document into 'Word' format and started editing and up-dating it so it was agreed that Jane would email this to William for him to start refining.

Action Williams

(Subsequent Note – Jane has emailed relevant sections to William)

5. Air Quality. Gillian felt Air Quality should be included within the NP. Others raised the monitoring stations in Storrington and the high levels of pollution recorded there. After discussion it was agreed that it should be included in the NP, quite probably in more than one section.

6. Natural Environment. Amanda gave a presentation on the work that she, Anne and Sarah have started on. Between them they have been looking at the Parish and as a starting point have examined various sites to see what is there:

SHLAA locations	Open spaces
Local Habitats	Common land
Agricultural land	Footpaths
Urban environment	Water courses
WC School	

NE is a very large category and Amanda's group could accrue a large amount of data, so they have come up with a matrix in which to record flora, fauna, etc as identified. As part of the evening's presentation we participated in a SWOT analysis (strengths, weaknesses, opportunities, threats).

The suggestions made during this process will be worked up into a report by the NE working party which they will present to the May meeting. If this approach works then more volunteers (perhaps the school) can get involved, as the scale of the work increases.

Action Amanda, Anne and Sarah

7. Any Other Business A brief note from Clive was read out:

'It is increasingly apparent that the Committee has various documents, files and other materials plus the meeting Agendas and Minutes on various computers scattered about amongst us. It is proposed that they all be collected together on a separate hard drive to give the basis of a NP database. We will also soon be in receipt of the report from AiRS, which needs to be centrally retained for the use of the NP Committee.

There is no intention that this will hold or contain anything that will infringe the Data Protection Act, which only concerns data held about identified individuals.

I am willing to input the data to a hard drive, which can be held by Tony or another Committee member.'

It was agreed that although 'in the cloud' storage could be used, the NPC preferred to have a dedicated hard drive under Tony & Jane's control, and Clive's offer to organise this was accepted.

Action Clive

The topic for the May meeting (Monday 12 May 2014, 7.30pm in St Mary's Church Hall, West Chiltington) will be **Transport and Infrastructure** and someone is needed to lead the discussion. Please contact Jane if you wish to volunteer.

Tony reported that work on the Elephant and Castle site starts next month.

Speeding traffic through the Parish was raised again. The Parish Council are aware of concerns and are in contact with the police and WSCC Highways. The average speed is 38mpg. The Parish Council has discussed traffic calming measures. Apparently in areas where speed bumps have been introduced there have been problems with local people asking to have the height of the bumps reduced. They are also nosy. Roads subjected to 'traffic calming' measures also have to have street lights, which is something we do not want to see in West Chiltington.

Traffic on public roads cannot be re-directed (this is in response to requests to limit HGVs travelling through the Parish).

Harvie thanked everyone for their contribution and closed the meeting at 9.12pm.