

APPROVED MINUTES

WEST CHILTINGTON NEIGHBOURHOOD PLAN COUNCIL

HELD ON MONDAY 12 MAY 2014

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

Present:

Amanda Apps, WCPC
Muriel Astley
Tanya Blackman
Bruce Bradley
Gillian Bradley
Sean Davis
Sarah Fooks
Judy Fryer
Norman Kirby

Clive Needham
Jane Needham, WCNPC Secretary
Harvie Steele, Chair WCPC, Interim Chair WCNPC
Phil Tapsfield
Robert Thornton, WCPC
Tony Thomas, WCPC Clerk
William Marsden
Denis Wright, Vice Chair, WCPC
Janette Wright

Harvie opened the meeting at 7.30pm.

1. **Apologies for Absence** were received from Ray Parker, Anne Bush, David Foard.
2. **Matters Arising:** Jane apologised for misspelling Bruce's surname. It was agreed that dogs would be permitted at meetings in the Church Hall, as long as they were quiet and did not disturb proceedings.

Completed Actions Phil showed off the banners he had designed and produced to publicise NP meetings. He will also produce some modified publicity flyers as and when required. He was thanked for his hard work. Denis has booked a stall at the Village Show on 12 July 2014 to publicise the NP. Clive has purchased a hard drive and started backing up the NP documents. (Tony has a back-up system also.)

3. **HDC Neighbourhood Plan Networking Event held on 1st May.** Clive and Tony attended this meeting, along with fifty others. This was organised by Laura Bourke the newly appointed HDC Neighbourhood Planning Officer to assist Parishes to produce robust and compliant NPs. Clive's notes about the meeting and the agenda have already been circulated to the group, but he briefly summarised his thoughts for NPC.

It was concluded that in order to push forward with producing the NP clarity was needed as to who was actually on the NPC. Some of those who attended the inaugural meeting no longer attend and others have joined in, sometimes for only one meeting. In future meetings members of the public will be welcomed but only permitted to speak at the end of business, along the lines of Parish Council meetings.

Therefore Jane will email all those on the NPC mailing list, most of whom do not attend meetings at all, asking who would like to play an active part in the NPC in the future. **Action: Jane**

It was also decided that a Steering Committee with eight members be formed without delay. Amanda, Clive, Gillian, Harvie, Jane, Norman, Robert and Tony all volunteered to give their time to this and meet as and when required. They will hold their first meeting as quickly as possible (**action Jane**) to start forward planning. The Steering Committee will report to the NPC; the NPC being the decision making body. Focus Groups will be formed to get on with producing the Plan.

4. Housing Needs Survey Update. The report from AiRS had only been received at 3.45pm, which had not allowed sufficient time to circulate it before the evening's meeting, but will go out as soon as possible (**Action Jane**). The response rate was 43.8%, which was much more than last time and was considered very satisfactory. This will be an agenda item for the June meeting. The number of people requiring affordable homes is now 32.

5. Business Survey Update. Tony said 60 responses had been received. Norman will look at them and provide feedback at the next meeting as they had not been passed on in time for any initial analysis to take place. (**Action Norman.**)

6. Natural Environment Update. Amanda said that her group had looked at the Kirdford Plan, which had given them some useful ideas. A garden survey was distributed. Discussions ensued as to how the information obtained would be used and fed into the overall NP. The NE group aims to make recommendations on each of the 'land areas' to bring back to the NPC. They are planning to have a Natural Environment sub-stall at the Village Fair to gather more information

7. Transportation & Infrastructure Topic. Gillian had looked at other NPs to examine at the general issues (not focussing on smaller topics like bus shelters and street lights), and produced headings to examine.

Transportation

T1 Through traffic and signage
T2 Promote sustainable transport
T3 Public transport – bus routes and service
T4 New (housing) development

Infrastructure

I1 Communication
I2 Access to healthcare
I3 Access to the Parish in bad weather
I4 Flooding

The idea was to work up some ideas/comments, write them on post-it notes and place under each heading. However, the discussions quickly reverted to a number of issues that have concerned some residents over a considerable period of time: road safety; speeding and the lack of enforcement of limits; traffic calming; footpaths; irresponsible parking around the school, etc. It was pointed out at the end of this discussion that every serious proposal to alleviate these issues always foundered on objections from parish residents. It was therefore not clear what aspirations for the future of the parish could be included in the Plan. Therefore no clear conclusions were reached. Gillian will produce a report for the next meeting.

8. Any Other Business Tony reported that Pulborough/Storrington/West Chiltington were examining the possibility of setting up a bus to go around the area to the station at peak times. A survey revealed only 19 people said they would use it (this number may increase), but a subsidy would have to be made.

9. Focus of next NPC meeting – Sports & Community (9 June, 7.30pm at St Mary's Church Hall, West Chiltington. Judy offered to lead the discussions and Tony said he was able to offer background information to assist.

Harvie thanked everyone for attending and closed the meeting at 9.40pm.