

**MINUTES OF THE WEST CHILTINGTON  
NEIGHBOURHOOD PLAN COUNCIL**

**Meeting**

**Held on Monday 30th September at 7.30 pm in the Parish Office in Church Street**

**Present**

Anne Bush  
Frances Davis  
David Foard  
Judy Fryer  
George Glibbery  
Michael Jackson , West Chiltington Parish Council, Finance & Planning  
Norman Kirby  
Mo Mall, West Chiltington Parish Council, Planning & Open Spaces  
William Marsden  
Clive Needham  
Jane Needham  
Harvie Steele, Chairman West Chiltington Parish Council  
Phil Tapsfield  
Dennis Tyler Vice Chairman, West Chiltington Parish Council  
Tony Thomas, Clerk to West Chiltington Parish Council  
Robert Thornton, West Chiltington Parish Council, Planning  
Hilary Willoughby

**Apologies received from**

M Astley  
Bruce Bradley  
Gillian Bradley  
Mike Philips

**Action**

Harvie Steele opened the meeting by welcoming those who were able to attend. Information packs were available. Harvie and Tony gave some background to Neighbourhood Plans, with Robert outlining some of the information he had gained from attending training sessions. Neighbourhoods/Parishes can band together or stand solo. West Chiltington has decided to go ahead on it's own.

Briefly, the whole point of producing a Neighbourhood Plan for West Chiltington Parish is to enable local people to take the lead in how their area develops.

Careful crafting of the Neighbourhood Plan will take 12 – 15 months to tie in with Horsham District Council's new and rather delayed Horsham District Planning Framework, together with a revision of the Housing Needs Survey later this year. Parishioners need to be fully consulted and 50% or more of those responding to a future local referendum question need to vote in support of it or the Plan fails at that stage.

It was felt that the process of producing the Plan should focus on the positive aspects of influencing the Parish's future, not just be perceived as a way of fending off unwanted and inappropriate new developments/housing in the parish. An important tool for this would be a Wish List of Projects aimed at improving the Parish for all. Points raised included how many homes there in the village (1580) and how to engage with parishioners and gain their attention and support.

Harvie Steele stood as Interim Chairman with Jane Needham offering to act as Secretary. Both were proposed, seconded and duly elected. It was decided to call this new body

**West Chiltington Neighbourhood Plan Council (WCNPC).**

WCNPC's first duty was to establish the area of the Parish to be covered by the Neighbourhood Plan, so that this could be communicated rapidly to Horsham District Council. Tony will advise Jane of the format in which this should be done.

It was decided our 'Plan Area Designation' area would be the whole of our parish because this is the same as covered by the WC Parish Council Village Statement, which is currently an annexe to Horsham District Council's Local Plan. This decision is to be advised to the relevant Horsham District Council personnel, as it must be accepted by them and advertised for a period of 6 weeks.

At our next meeting in two weeks' time, when members have had more time to read up on the subject of Neighbourhood Plans, more detailed work will be tackled (objectives, timescales, etc) and administrative matters (eg what constitutes a quorum, mailing lists, what information to include with the Parish Council's next mass mailing to parishioners at the end of October, etc) will be dealt with.

Meeting closed at 9.07pm.

Please let Jane have any items for inclusion by Monday 7<sup>th</sup> October 2013, 12 noon, so that the Agenda can go out later that same day.

**Action  
Jane &  
Tony by  
end of  
business  
4/10/13**

**Date of Next Meeting  
Monday 14th October 2013, in the Parish Reading Room**

**All welcome!**