

Minutes of the Wivelsfield Neighbourhood Plan Steering Group Meeting  
Held Thursday 11 September 2014, 8pm, Renshaw Room, Wivelsfield Village Hall

**Attending:** Jason Stoner (Chair), Richard Jephcott, Craig Bowden, Sheila Blair, Dave Wright, Gordon Harper, Rosemary Fair, Dionne Franks, Angus Thwaites, John Wigzell and Liz Gander (Clerk).

1. **Apologies for Absence**

Apologies had been received from Nick Dutt and Ian Dawson.

The Chairman explained that this was a public Steering Group meeting, which would then be followed by a Parish Council meeting. There would be an open forum session at the start of the Parish Council meeting should anyone have any questions to raise or points to make.

2. **Minutes of the Steering Group Meeting Held 28 August 2014**

The minutes of the meeting held 28 August 2014 were agreed to be a true record. The notes of the Landowner Presentation Evening held on 4 September 2014 were also approved.

3. **To approve the Wivelsfield Parish Neighbourhood Plan Site Assessment Report 2014 for submission to the Parish Council**

The Chairman read the Site Assessment Report aloud to ensure that all members of the Steering Group were happy with its content, (and provided a brief explanation of some elements for the benefit of members of the public).

It was agreed that the survey statistics shown in the Site Assessment Schedule should also be added to the explanations of criteria two and three in the Report, and that a small formatting issue in note 3 of the Site Assessment Schedule would be addressed. Subject to these amendments, the Steering Group approved the content of the report and agreed that it would be put forward to the Parish Council for consideration as a part of the evidence base for the Pre-Submission Draft of the Neighbourhood Plan.

The Chairman asked for it to be minuted that letters had been received (and distributed to all members of the Council) from a member of the public and from David Maher representing Coldharbour Farm.

4. **Date of Next Meeting**

Steering Group meeting to be held 25 September 2014.