

**The Steyning, Wiston, Ashurst and Bramber (SWAB) Neighbourhood Plan  
Steering Group Meeting  
Monday 16<sup>th</sup> November 2015, 7pm, The Steyning Centre, Fletcher's Croft, Steyning.**

**MINUTES**

**Present:** Cllr Nick Mills, Cllr Nick Muggridge, Cllr Deborah Hanson, Cllr Ken Newton James Grime, Pam Parkes, Cllr Susie Fischel, Cllr Bruce Jordan, Cllr Roger Potter, Cllr Steve Northam, Sally Johnstone, Hayley Brown, Paddy Robson, Bob Harari.

(Cllr Ken Newton and Pam Parkes left the meeting at 8pm)

**In attendance:** Rebecca Luckin (Clerk, Steyning),

**Minutes:** Hazel Roxby (Clerk, Ashurst)

The Chairman introduced Cllr Steve Northam (nominated successor SPC rep) to the group as an invited guest with no voting rights.

**1. Apologies for absence.** Cllr Chas Hammond, Lucinda Woodage (Clerk, Wiston)

**2. Housing Numbers**

**Discuss evidence available and work of Housing Focus Group**

It was noted that 4 sites have been submitted to SDNPA for consideration in response to their recent invitation to Parish NP teams (3 sites in Steyning, and 1 in Bramber).

Landowners of all the sites offered to SWAB have been written to requesting more information about their land and confirmation of the offer and timing of its availability to our NP.

Jon Dowty, rCOH, advised his concern that 8 or 9 of SWAB sites may conflict with HDC Planning Framework Policy 4. A meeting has been held with Maggie Williams, HDC, to clarify the issue & discuss.

**Agree initial recommendations on target numbers**

Discussed some known factors and some SG members' perspectives on target setting. Housing FG has still to discuss this topic fully and make recommendations. Confirmation of our potentially suitable sites will also be a relevant key factor.

**3. Site Assessments**

**Review and discuss our potential sites and the consolidated site assessments.**

SG members reviewed the detailed site assessment folders (68 pages), and focused on any queries or possible anomalies in specific site criteria ratings. A few proposed rating changes were discussed, agreed and voted on. All changes will be listed in detail, as a SWAB working document, to provide an effective audit trail for the SG and the Examiner.

**Several SG Members requested more time to thoroughly review the site assessment folders in detail. Agreed.**

- Further comments on the document & specific ratings should be made to Cllr Nick Muggridge (Housing FG Co-ordinator) by 27<sup>th</sup> November latest. Any proposed changes must be discussed by the SG, and where appropriate changes agreed by SG, and be fully documented.

**4. Any other business**

It was agreed to release the date of the public meeting to the councillors of the 4 parishes on 23<sup>rd</sup> November and then publicise it on websites and noticeboards. It was noted that the newsletter for “Your Steyning” will also publicise the date of the public meeting

It was noted that some FG members in Environment & Heritage FGs have yet to confirm to FG Co-ordinators their agreement to their names and parish details to be published on the SWAB website. FG Co-ordinators to chase up responses to facilitate this publication.

**5. Date of next meeting – Wednesday 9<sup>th</sup> December – 7pm at the Steyning Centre.**

The meeting closed at 9.55pm