

Minutes of a Meeting of the Neighbourhood Plan Steering Group held in the Small Hall of East Dean Village Hall, East Dean at 7:30pm on Tuesday 16th April 2019

Present:

- Cllr Tim Bryant (Chair)
- Cllr Lesley d'Urso (Vice Chair)
- Cllr Kevin Godden
- Cllr Mike Keller
- Cllr Paul Seeley
- Bernie Ewer
- Jane Tatum
- Joan Colin
- Megan Davis
- Peter Williamson
- Sue Pettifor
- Diane Williamson

In attendance: S Mills (Admin Assistant)

Apologies: Annemieke Milks, Bob Salmon, Cathy Vine, Paul Hill, Seam Carmody, Vanessa Farmer, Wendy Carmody

1. Chairman's Update

The Chair welcomed attendees and explained that following the last meeting, he had met with Cllr d'Urso and the Admin Assistant to review the collated information from the brainstorming session. The Chair thanked Cllr d'Urso who had worked hard to put the brainstorming output into meaningful categories.

2. Minutes of the previous meetings

Signed both sets of minutes.

3. Update on submission of Neighbourhood Plan Area

The Admin Assistant explained that she had contacted the SDNPA several times to confirm receipt of the Neighbourhood Plan Area request but has not had a reply back and will continue to try to elicit a response.

4. Feedback on Q&A Session

The Admin Assistant advised the group that a summary of the Q&A session in the last meeting held on 21st March was contained within the minutes under item 4 and it was agreed that these questions and answers should be placed on the Neighbourhood Planning website once the new content was uploaded.

Cllr d'Urso explained that the output of the brainstorming session from the previous meeting has been categorised into themes and categories and was attached to the minutes. The group agreed that it would be useful to complete a similar exercise with residents at the end of the Village Meeting; this would help to clarify if the steering group are thinking along the same lines as the rest of the Parish and will become evidence as they go through the neighbourhood planning process.

Cllr Bryant stated there should be a flyer on the website and distributed to households, which would form part of the presentation. Comments would be invited in written form, at the meeting or by email. The Group would then collate the ideas before going out with a more detailed questionnaire.

Members agreed the Group should get in touch with people who run the village organisations. The Admin Assistant would write to clubs and societies; members with contacts were asked to pass them to her.

It was further agreed that a house to house delivery would reach out more. Group members could then be nominated as community connectors (approximately 45-50 houses per person), who could ask residents if they had read the flyer and if they knew how/where to give feedback.

5. Update on Parish demographic data

SM presented data from 2011 census. Additional housing would have been built since then.

RA said Parish Magazine distributed 1000 with approximately 40 left. This would be checked with the magazine editor.

6. Indicative Aims and Objectives

SM presented a draft to be circulated to NPSG members for feedback. Cllr Bryant and d'Urso would collate responses and incorporate them into the Parish Meeting Presentation.

The draft flyer would be sent to as many people as possible via as many methods as possible.

7. Draft Questionnaire

A full questionnaire would be further down the road. SM would first email the draft flyer round to all for comment. This should ideally be issued in June. A box would be placed in the Barn Stores that people could drop their replies in [and perhaps other establishments?]

8. Presentation for APM

Cllr d'Urso would be 'manning a stall'. Cllr Bryant and Cllr d'Urso would give a presentation. At the end, there should be a brainstorming session.

9. Next Steps

Arrange meeting with AiRS.
National Trust.
Sussex Wildlife Trust
Estate
Forestry Commission.
South East Water

10. AOB

Digital Mapping – need detailed maps that show who owns what land, and in particular land that the PC is responsible for or has influence over. The Group could then consider what could be done about that land where trees, shrubs are/are not growing.

[SM to ask Katrina for access to Parish Online mapping for Peter Williamson.]

Some land is not registered.

Peter Williamson to obtain quotes for digital mapping (Katrina has sent something round about a provider).

11. Date of next meeting: Tuesday 21st May 2019 at 7:30pm in the Small Hall of the Village Hall, East Dean.

There being no further business, the meeting closed at 8:18pm.

Signed..... (Chair)

Date.....

ANNEX 1**NEIGHBOURHOOD PLAN STEERING GROUP
RESULTS OF BRAINSTORMING SESSION**

Collated results of a brainstorming session undertaken by the Neighbourhood Plan Steering Group on 21st March 2019.

Improvements to the Parish (the Plan Area)**ENVIRONMENT – GREEN**

- Bigger and better coverage by trees/shrubs/hedgerows and protection of hedgerow boundaries
- Better Downland grass management
- Enhance parishioners/visitors interest in the local natural environment
- Increase habitats that support hedgehogs and other wildlife
- Protection for trees, hedges, hedgerows ponds and natural habitat
- Highlight biodiversity assets
- Create wildlife corridors extending out of the Parish to neighbouring habitats
- Enhance and protect Dark Night Skies

ENVIRONMENT – ACCESS

- Work towards a low carbon environment
- Reduce impact of delivery vehicles by click and collect service in village
- Develop Post Office/range of produce on sale
- Better maintenance of rights of way and related infrastructure
- Levy on construction for road repairs
- Reduction of vehicle speed around the Parish
- Reduce use of cars by enhancing community bus service/implementing a car share scheme

FACILITIES FOR ALL

- Develop use of cricket pitch by youth
- Promote a child friendly community
- Increase range/number of community activities
- Increase sports facilities
- Promote community cohesion
- Promote cooperative behaviours
- Increase range of communication channels e.g. BBC Local Radio
- Increase employment opportunities

SECURITY

- Improved and total coverage for mobile signal and digital broadband
- CCTV at key access points to village and hamlets

Top Priorities

- Continuation of community bus service
- Housing to meet the needs of downsizing without relocating out of the village
- Deter minor crime more efficiently
- Construction Levy
- Raising awareness
- Sensitively develop built environment
- Promote inclusivity/disabled access
- Have a full Post Office service
- Improve community ownership
- Improve appropriate facilities for residents of all ages
- Ensure future housing development is sympathetic and sustainable
- Encourage activities to promote wellbeing and a sense of community
- Modernise telecommunications for all residents
- Develop and enhance communications throughout the parish
- Improve wildlife habitats and biodiversity by long term planning and investment
- Maintain and enhance the environmental biodiversity
- Protect Dark Night Sky environment
- Transform village/ parish into a flourishing native woodland habitat