**Itchingfield Parish Council Neighbourhood Plan Steering Group**

(a sub-committee of Itchingfield Parish Council)

**Minutes of the Neighbourhood Plan Steering Group meeting**

**held at 7:00pm on 23rd January 2017, in Barns Green Village Hall.**

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Minutes of the Steering Group meeting held as above.

**Those present**; Ian Walker, Chair (IW) ; Penny Simpson (PS), Richard French (RF), Merve Goddard (MG), Vernon Jennings (VJ), Brian O’Connor (BOC), Alan Peers (AP), Matthew Treasure-Jones (MT).

1. **Apologies for absence**: Roger Smith and Jan Critchley.

 Rowena Tyler from AirS would not be attending this evening, by mutual agreement with the chairman.

1. **Register of Interests.**

 VJ and MT asked that it be noted on the Register that they will be submitting a site in response to the Call for Sites.

1. **Minutes of last meeting.** Agreed; IW will sign when a copy is available.
2. **Call for Sites.**

 IW and Jan Critchley had prepared and circulated a note of those who had indicated that they intended to put a site forward. No-one had yet made a formal response. In terms of the public meeting on the 17th February (10 days before the closing date) it would be inappropriate to share the provisional list with the meeting, as not all those on the list would put in a formal proposal, and a debate might distort the objective marking process.

1. **Meeting on 17th February.**

 IW had made contact with Paul Allen, the Chair if the Speeding Group to discuss how the meeting should run. They will present first. They hoped to have a police representative present but police resources do not permit this. We will go second. The object is to update the meeting on progress and to gain formal approval to the Vision and Objectives. We have advertised the meeting in the Big Mag and a notice will go n the P/C web page and on social media. As before the P/C will sponsor wine and nibbles.

1. **Vision etc**.

 Dowsettmayhew had suggested some redrafts to the Objectives. These were discussed and accepted. These will be circulated at the public meeting and the meeting asked to approve the document.

1. **AOB**.

 A long discussion was held about the status of the Plan, once accepted by Horsham, and the marking criteria to be used on the sites. Obviously the plan will not be in place when we mark the sites, which will be done in accordance with the SEA that Dowsettmayhew are carrying out, and basic planning law and practice. It was suggested that the Plan will only take effect from the expiry of the HDC current Plan, whilst others assumed that it will take effect as soon as it is accepted by HDC. This view called into question any parts of our Plan that were not in accordance with the HDC Plan. IW and MT will attend the HDC Planning Conference on Wednesday and will try to get clarification, and IW will seek the view of Dowsettmayhew.

1. **Next meeting**: Monday 20th February 2017.

**Attachment: Objectives (as redrafted)**

1. To provide adequate and appropriate housing for the future needs of the Parish**;**
2. To ensure that any development is appropriate to the character of the area**;**
3. To protect the rural character and environmental assets of the Parish;
4. To continue to support existing commercial activities and support new businesses within the Parish that are in keeping with local character and do not harm residential amenity;
5. To improve and enhance the infrastructure of the Parish; and

to continue to support and where possible enhance the community facilities in the Parish**.**