**Itchingfield Parish Neighbourhood Plan**

**Parish Council Sub-Committee**

**Notes from the Meeting of Tuesday 18th April 23 2017 at 7pm**

**1 Apologies for Absence**

 Ian Walker, Jan Critchley (Clerk)

 PS volunteered to take notes of the Meeting in the absence of the Clerk

**2 Register of Interests**

 There was no change in these

**3 Minutes of the last Meeting**

 Not everyone had received these. Hard copies were passed around and it was agreed that

 these were a correct record of the last meeting in March. **Action: to be signed by the Chairman**

**4 Progress on obtaining data for the Factual Assessment of Sites**

Deadline agreed as 1st June 2017

 The Chairman had circulated his comments (Accessibility, Utilities) on all the sites to the committee before the Meeting reporting that he had done the “measuring” exercise for each site and also noted access issues.

 There was confusion over site 14 – as to whether it was part of the consortium of

 12, 13, 14 - on its own, or both. Also the extent of the site was not clear as the outline on

 the maps showed 2 different options**. Action: To be clarified by the Chairman and Clerk**

MG& RS (Biodiversity & Arboriculture, heritage, Landscape) reported that he had completed his first draft by walk past (excluding Site 9) and using Magic Mapping.

 VJ (Public Rights of Way, Flood Risk)reported that he had completed the required information (walk by)

 MTJ and BOC now have the folders to complete their tasks.

**5 Scoping Report and future actions (led by RS)**

RS had previously circulated a response to Dowsett Mayhews challenging their report

 on many points. The Chairman had sent this to Laura Bourke for comment. The committee

 agreed with RS that the DM Report was not satisfactory; it does not acknowledge

 the countryside and its importance as an asset to this parish. No mention had been made of the

 necessity of green spaces for the health and welfare of the residents. The Committee is awaiting

 a reply from LB of DM. The Committee thanked RS for his detailed response to the report.

**6 Request for assistance in relation to site 18 (led by MJ)**

It is up to each applicant to research their site and overcome any perceived problem.

**7 AOB**

 None

**8 Date of Next meeting Monday 15th May 7pm at the Village Hall**