

Steering Group Overview Minutes 8th August 2016, STC Offices

Present: Mark Brown MB, Alan Latham AL, Keith Blackburn KB, John Alcock JA, Sarah McStravick SMc, Sylvia Dunn SD, Fiona House FH, Richard Honeyman RH, Members of Public (MoP)

Apologies: Carol Campbell, Lindsay Freeman, Robert Chambers, Julie Davies

Composition of steering group:

- A query was raised about composition and a discussion was held to remind all of the terms of reference of the Steering Group that was originally agreed.
- Focus Groups will come to an end when they have gathered all their evidence. However, the housing group tends to go on for the longest and as other groups finish people move to support the housing group.
- Peter White, Chair of Transport group asked about his group's objectives. Confirmed it can be an opening statement with detail in bullet points or just one sentence. Objectives will determine the evidence you will need to gather, the people you will need to consult etc. You could be looking at parking, footpaths, bridleways, road safety measure etc. It depends what are the key transport issues within Seaford. Focus Groups need to look at issues "bottom up", then looking at statutory consultee's policies for Seaford and whether what they have reflects what you or residents think is needed, or if there are any gaps. The key thing with the plan is coming up with additional policies that will be used to assess any planning application that lands on the desk of Lewes District Council.
- FB will provide a list of statutory consultees.

Matters Arising from Previous Minutes

- Awarded small budget in 2016/17 for promotional materials and venue hire which will be reviewed for inclusion in 2017/18 budget.
- The Newlands development was noted and discussed.
- FB reiterated that once the Neighbourhood Plan is "adopted" you get up to 25% of CIL monies paid by the developer to local authority. Without the Neighbourhood Plan you get UP TO 15% at discretion of local authority.

Housing Needs Survey Report:

- The Neighbourhood and Housing Needs Surveys are now being processed.

Press release:

- JD, MB & FB working on Press release to be sent to all members and then published for sharing via website to recruit more members to Focus groups.

Focus Group Workshops:

- Low attendance was noted, mainly due to it being the summer holidays.
- FB reiterated the importance of sending apologies for Workshops and meetings so an accurate number of volunteers is known.
- October and January would be good time scale for next workshops giving Focus Groups time to move forward.
- FB to arrange September meet with Focus Group leaders and representatives.

Objectives of Focus Groups:

- Currently being developed.
- SMc noted a mapping exercise of what other plans are doing would be useful – e.g. Newhaven.
- Focus groups should email records of dates went to see any relevant community groups societies & clubs or statutory bodies and the outcome. This is crucial to form the consultation statement.
- Two key groups we need to consult/engage with: local businesses and young people. SMc noted a good starting point before summer holidays end would be the youth forum who meet at Mercread on Mondays. Schools and business' also to be contacted.
- To achieve the vision, we need to do say how. For example, if the vision is to promote and enhance the open spaces and Seaford as a gateway to the National Park – how do we do it?

- The focus groups must gather evidence on the key issues for each objective. For example, if you want to preserve your natural environment and there is rich biodiversity you must get the evidence that this open space needs preserving as an open space within the Neighbourhood Plan because, for example, there are rare butterflies and you have the evidence to prove it.
- Housing – the housing needs survey will be very important. It was noted that any policy requires a lot of justification and evidence or else it will not pass examination or could even go to judicial review.

MoP Questions:

- What stage is this plan at? It sounds like it is very much in it's infancy? Have you gone out calling for sites and has that come back? Have any sites been removed? It was advised three sites had come forward. FB noted there is an official call for sites currently being undertaken. After the deadline all sites need to be assessed and follow due process.
- Brownfield sites were discussed. If they come forward and meet the criteria, then they can be considered. It is all about evidence.
- A Neighbourhood Plan may allocate a site but if the examiner feels another is a better site they will ask you to review again. This is not a quick exercise.
- It was noted that any sites that come forward will be assessed because it might be that Lewes District Council have identified a site they think is developable but the Neighbourhood Plan could come to a completely different conclusion with their evidence. So it is all about the evidence: based on what your residents have told you, the work you do, and what the statutory consultants have said.
- It was noted that STC will also identify sites to consider. FB noted STC, like anybody else, would need to respond to the call for sites. Equally, if private land is put forward for local green space that is also possible.
- It was noted some sites may initially seem to be both suitable for housing and local green space. Evidence is key.
- MoP asked about the shortage of football pitches for home games. It was noted this can be picked up by the Focus groups. MB noted this was also looked at by STC last year.

Meeting closed.

Next meetings 12th September and 10th October 2016 both 7pm, Council Chambers