**Crowhurst Neighbourhood Plan Steering Group**

**Notes of Meeting held on Monday 1 July 2019 at 7.30pm**

**in the Village Hall, Crowhurst**

**Present:** Ros Day (Chair), Tracy Hoad, Dave Howley, Sonia Plato, Diane Stainsby, Martin White, Pat Buckle.

**Apologies:**  Gareth Bright, Chris Davidson, Willie Wilson

Ros Day opened the meeting and thanked everyone for attending.

1. **Declaration of Interests**

1.1. All present declared an interest as residents of Crowhurst.

1.2 Item 3.2 - Land Use Task Group - Martin White declared a personal interest as owner of Church Paddock, Crowhurst.

2. **Notes of Previous Meeting** held on 7 May 2019 - Approved.

2.1 **Matters Arising** - None

3. **Task Groups Reports**

3.1 **Finance**

Tracy Hoad reported that the end of grant report was to be submitted to Locality shortly. Ros Day reported that the Electoral Expenses form was to be completed and submitted to Rother District Council. It was confirmed that the Neighbourhood Plan website containing all the final documentation would continue.

3.2 **Land Use Task Group**

Martin White reported that the NP Exhibition held on 8 June 2019 was well attended and a report will appear in the July edition of the Crowhurt News to include the main points from the design workshop pulled together by Chris Davidson. Sonia Plato informed the meeting that Rother District Council (RDC) wanted the design policy by the Autumn. It was noted that the Parish Council (PC) had been asked to comment on the High Weald AONB draft design guide. The Steering Group will ask the PC to write formally to site landowners informing them of the outcome of the NP Referendum and it’s hope for future close working.

3.3. **Street Champions**

The Steering Group expressed its sincere thanks to all the Street Champions for their hard work and commitment in delivering a variety of information to all village households during the NP process. This had ensured everyone was kept informed and had contributed to the high village support. The meeting agreed to approach the PC about having a gathering in the Youth Club on Sunday 8 September 2019, 4 - 6pm to say ‘thank you’ to the Street Champions and all those who had worked closely with the Steering Group.

3.4. **Communications**

The meeting agreed to erect banners informing everyone of the Referendum result.

3.5. **Research/Heritage**

Dave Howley reported that the Hastings Area Archaeological Group (HAARG) want to set up a group for the local area, which would be good for Crowhurst. He stated that there had already been some interest from villagers for such a group. Now that the NP has passed, the Group could look at the buildings put forward for possible non-designated heritage status.

3.6 **Environment**

Sonia Plato reported that the Group’s AGM was held last week with a good speaker. Work continues on the verges, the wildflowers were coming through and the explanatory signs had been erected. A grant of £200 had been received from the Bee Keepers Association to pay for a new seat in the Millennium Garden. RSPB Forewood has provided a stand for the churchyard. A grant from Sussex Lund is awaited for the meadow signs. The Group had agreed to have sub-groups of the Environment Task Group, one of which would be a Hay Meadow Group. Sonia Plato also reported that there is an issue locally regarding the cutting of verges and the Group is considering fundraising for a power scythe. Future events are being planned.

4. **Referendum Result**

Ros Day reported 268 voted ‘Yes’ (92% of those who voted); 22 voted ‘no’; turnout was 43.5%, which is higher than most NP referendum turnouts. The meeting agreed that banners would be erected to inform residents of the result which would also be on the NP website. Ros Day stated that 23 households had sent emails of congratulations on the result. A thank you for their support and vote of confidence will be put on the website.

5. **Next Steps**

The meeting agreed that at the next PC meeting Ros Day will seek approval to continue the Steering Group, rename it going forward as the Monitoring and Implementation Group (MIG) and agree a budget. Tracy Hoad, Ros Day and Sonia Plato will discuss draft Terms of Reference (ToR) for the newly named group. It is envisaged that the draft ToR will be agreed at the Steering Group meeting in September and presented to the PC for approval in October. Members were asked to check previous Steering Group ToR and send any comments for the MIG ToR to Ros Day. It was suggested that the new ToR should include a minimum of quarterly MIG meetings and a minimum of 4 attending to be quorate, all of which should not be parish councillors.

6. **Design Guidance**

Members were reminded that at the meetingwith Diane Russell and Frank Rallings, RDC Planning, it was advised that the design policy should be more specific than the current draft to enable RDC to work from it when considering planning applications. The meeting suggested a Design Group should be formed to work up a draft design policy using information collected at the recent workshop and the High Weald AONB design guidance. Sonia Plato stated that RDC would like our design policy in the Autumn.

7. **Village Fayre – Stall Planning**

The Steering Group agreed to have a stall at the Fayre as last year and volunteers would be sought and encouraged to join the Design Group. Discussion followed regarding equipment, etc., required on the day.

8. **Update on “Crowhenge”**

Parish Council has agreed that Crowhenge will be located in the picnic area at the Recreation Ground. Installation will be as soon as practicable.

9. **Date of Next Meeting**

**Steering Group** – Monday 2 September 2019 in Crowhurst Village Hall at 7.30pm.

The meeting closed at 9.35pm.