**Crowhurst Neighbourhood Plan Steering Group**

**Notes of Meeting held on Monday 6 February 2017**

**in Crowhurst Village Hall**

**Present:** Gareth Bright, Bruce Cripps, Ros Day (Chair), Tracy Hoad, Dave Howley, Diane Stainsby, Nicola Stell, Martin White, Will Kemp, Willy Wilson, Pat Buckle

**Apologies:** Chris Davidson, Sonia Plato, Ann Wilson, Ashley Wynne, District Councillor

Gary Curtis

Ros Day opened the meeting and thanked everyone for attending.

1. **Declarations of Interests**

All present declared an interest as residents of Crowhurst .

2. **Minutes of Previous Meetings**

2.1 **Steering Group** held on 9 January 2017 – Minutes approved.

2.2. **Matters Arising**

2.2.1 **Strategic Gap** – Ros Day reported that there had been no comments from residents on the consultation document, therefore the Steering Group’s response, authorised by the Parish Council, would be submitted to Rother District Council (RDC).

2.2.2 **Skills/Help Resources** – Ros Day reported that she had received an offer of assistance with the Risk Assessment from Laura Cecil. Martin White informed the meeting that his son could assist with some work as part of his Duke of Edinburgh Award.

2.2.3 **Rural Partnership** – Chris Davidson had circulated the Steering Group with some notes of the seminar he attended on 19 January 2017 on Community Lead Planning.

3. **Rother District Council**

In the absence of District Councillor Gary Curtis no feedback was presented.

4. **Task Groups Reports**

4.1 **Finance**

Tracy Hoad reported that the second part of the grant amounting to £5,083 had been received. Task Groups were reminded that this part of the grant had to be used by the end of the financial year, i.e. 31 March 2017. Members were asked to let her know of any proposed expenditure and ensure invoices are received promptly in order to be authorised by Parish Council.

4.2 **Land Use (Call for Sites)**

Martin White reported that the Task Group had not met since the last Steering Group meeting. He informed the meeting that completed Land Use survey forms had been received and there were still some follow-ups to be done. A uniform sites assessment form had been drawn up with the help of the consultant, Ashley Wynne; one form to be completed for each site. The group is keen for the project to be open, objective and fair and to this end detailed results of the sites assessment would be displayed, together with a map identifying each site, at the public exhibition in March 2017. The next meeting of the group was on Wednesday 8 February 2017 when a village wide housing needs survey would be discussed and an estimate of printing costs would be prepared for submission to Parish Council at its February meeting. Martin White briefly outlined a meeting he and Chris Davison had attended with the owners of Crowhurst Park.

4.3 **Street Champions** – Diane Stainsby had nothing to report as this group had not met.

4.4 **Communications**

Ros Day reported;

* The Freedom of Information and Data Protection information on the NP and Parish Council websites is being aligned.
* She had been unable to attend the first meeting of The Neighbourhood Plan Forum but she hoped to attend the next meeting on 5 April 2017.
* No positive response had yet been received from Claverham Community College regarding the setting up of a Crowhurst NP Youth Group and the invitation to attend the NP meeting on 25 February 2017.
* No response received from RSPB regarding the Strategic Gap.

4.5 **Research/Heritage**

Dave Howley reported on the amount of work and research that had been carried out on the gunpowder trail by Bruce Cripps and Nicola Stell. Bruce Cripps and Nicola Stell presented a draft booklet on the history of gunpowder in and around Crowhurst. A meeting had been held with Powder Mills Hotel who were very receptive to the walk going through the grounds and a copy of the draft booklet will be sent to them. Paul Eshelby offered for them to have a look at the cellar at his house in Crowhurst, Powdermills. Nicola Stell is finalising the booklet and it is estimated that 500 copies of the 30 pages will need to be printed. It was agreed she would get 2 quotes and pass these to Ros Day. Looking to link in with other walking groups and also at possible tourism grants. A visit to the gunpowder museum at Faversham by Bruce Cripps and Nicola Stell had proved interesting and very useful.

4.6. **Environment**

Will Kemp reported that this group had not meant since before Christmas owing to the difficulty in getting people together but another meeting will be arranged. The group was reminded of the need to start getting information together soon to put into the NP.

4.7 **Survey**

Ros Day stated that the next survey would need to go into more depth about some questions from the 1st survey and cover extra information such as what the village wants to do about the village hall. It could possibly also cover the results from the public exhibition. The meeting was informed about the RDC Housing Needs Survey currently being undertaken and that about 20 households in Crowhurst would get a form. The Land Use (Call for Sites) Task Group will discuss a housing needs survey for the village at its next meeting on 8 February 2017 and look at drawing up a survey form from the samples already collected.

4.8 **Youth Group**

Ros Day reported that Crowhurst students attending Claverham Community College had been invited to attend the NP Meeting on 25 February 2017 but no positive response has been received. Tracy Hoad report that the Scout Master was contacting parents/carers about the 25th and finding out what badges they could get that would fit in with the NP.

5. **Project Plan/Milestones**

Ros Day reported that she was waiting for updates from the Land Use (Call for Sites) Task Group and Ashley Wynne before issuing another Project Plan update. Ashley Wynne is currently working on the wording for the NP objectives in readiness for the public exhibition. Ros Day stated that she was starting to gather information to begin the write up for the NP.

6. **Strategic Gap/DaSA**

Ros Day reported that although information about the Strategic Gap had been emailed to residents and included in the Crowhurst News, no responses had been received. Ros Day was trying to contact Battle Town Council to see if they wished to align responses to RDC. The Steering Group’s response to the RDC Strategic Gap consultation has been endorsed by Parish Council and will now be submitted.

7. **Petition to Government**

Ros Day reported that Parish Council had received an invitation to sign up to a petition entitled "Give communities back the right to decide where houses should be built". It seeks a parliamentary debate on the community right of appeal on planning decisions and the removal of the presumption in favour of sustainable development, specifically on greenfield land. The petition runs for 6 months, ending in July 2017 and the Steering Group has been asked whether the Parish Council should respond as the lead authority on NP, or whether the request should be emailed to residents. This item to be discussed at a Parish Council meeting.

8. **Village Information Emails**

Ros Day asked if we should email people on the NP email list to see if they would like to go onto the Village Information email list, to get information from the PC about road closures etc. This was agreed.

Willy Wilson informed the meeting of a website entitled Streetlife (renamed Nextdoor) for towns, villages and communities to use for debates, information, selling items and to which he has signed up. Ros Day also mentioned a website called Interests.Me to which local organisations can join-up under a community website. Any stories/blogs they post are then visible to all the other organisations signed up.

9. **Dates of Next Meetings**

9.1 **Neighbourhood Plan Group** – Saturday 25 February 2017 in Crowhurst Village Hall at 3.30pm. (To be confirmed)

9.2 **Steering Group** – Monday 6 March 2017 at 7.30pm in Crowhurst Village Hall.

The meeting closed at 8.50pm