**Crowhurst Neighbourhood Plan Steering Group**

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

**in the Village Hall, Crowhurst**

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

**Apologies:**  Chris Davidson, Dave Howley,

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 4 March 2019 - Approved.

2.1 **Matters Arising** None

3. **Task Groups Reports**

3.1 **Finance**

Tracy Hoad stated the end of grant report would be completed when she has the final figures from Keith Robertson, Clerk to Parish Council. Ros Day stated that Parish Council still has some money set aside for the NP should there be any future costs, e.g. printing of leaflets reminding people to vote at the Referendum.

3.2 **Land Use Task Group**

Martin White stated that the Group had met on 22 March 2019 to review the questions from the Independent Examiner and the responses given which had been agreed by the Steering Group and subsequently presented to, and agreed by, Parish Council on 18 March 2019. The Group also reviewed the Design and Sustainability Workshop held on 10 February 2019 and agreed it had been well received and provided some good points and useful discussions by those attending. Martin White informed the meeting that Chris Davidson had produced a draft framework for design guidance for development which was circulated to members today and to be discussed at a future meeting. Chris Davidson had also submitted an article for the Crowhurst News alerting residents to a design workshop to look at further ways villagers can get involved, share ideas and consider issues of sustainable design. The proposed Workshop will build on that held on 10 February 2019 when Ian McKay provided some interesting examples and ideas. The date and information about the second Workshop to be agreed. It was agreed that developers cannot be compelled to follow designs put forward but it would give them ideas about what the village would like.

3.3. **Street Champions**

Some discussion arose on whether to have a pre-Referendum leaflet drop, perhaps in July, to encourage residents to vote. The Steering Group was looking at using the Street Champions to deliver the leaflets and Diane Stainsby agreed to consult with the Street Champions to see if they would be willing to do this.

3.4. **Communications**

Gareth Bright reported that the Group had met on 25 March 2019 mainly discussing how to get the message out about the Referendum and the need for everyone to vote. It was felt that information should go out some 10-14 days before the Referendum takes place. It was confirmed that Rother District Council (RDC)will issue Polling Cards to all residents which would also act as a reminder to vote. Catherine Bright will pull out key points from the surveys, Information would be updated on the website and emails sent to all those who had agreed to their email addresses being used for NP purposes. This would include the result of the Referendum. It was agreed that a stall at the Village Fayre would also provide information and enable residents to ask questions. Ros Day reported that RDC had stated that 8 weeks notice of the Referendum date would be given, but the Parish Council is not allowed to promote a particular vote during Purdah which is usually 4 weeks. Ros Day would check with RDC exactly what ‘promoting’ means to ensure electoral law was followed.

3.5. **Research/Heritage**

In Dave Howley’s absence, Sonia Plato informed the meeting that he had contacted Casper Johnson, Archaeologist, East Sussex County Council (ESCC), who had spoken to ESCC Estates Department, regarding the serious deterioration of Adams Farm. The response was that “… care and work are ongoing this Spring in advance of putting it up for sale. There is a clear understanding of the importance of the building and site.” The meeting discussed the proliferation of fly tipping at the entrance to Adams Farm despite the erection of a gate. RDC has removed fly tipping in the past.

3.6 **Environment**

Sonia Plato reported that the wildflowers recently sown were appearing on the four verges around the village, three of which had been designated by ESCC and explanatory signs are being produced. An application has been submitted to Sussex Lund for a grant for the planting of a wildflower meadow, and if successful should be available in July. The Groups’ AGM is to be held on 25 May 2019 in the Youth Club from 7-9pm. Other events are; a talk by Dr John Feltwell in the Training Room at Mantell Farm on 5 April, a Spring Litter Pick with the RSPB on 6 April, and a Green Picnic at Combe Haven on 13 April.

4. **Update on Independent Examination**

Ros Day stated that the 7 questions raised by the Independent Examiner had been circulated to Steering Group members who had agreed her suggested responses. These were subsequently agreed by the Parish Council and forwarded to the Examiner. The meeting discussed the Examiner’s draft report and agreed to ask what ‘robust evidence’ was needed for the Open and Natural Spaces Policy.

5. **Next Steps in Process**

Ros Day explained that RDC and the Parish Council have 5 weeks to comment on the Independent Examiner’s draft report and agree modifications to the Plan. This will then be submitted to Cabinet for agreement. RDC will then issue a Referendum date giving 8 weeks notice. If the NP is accepted following the Referendum, the Plan is then ‘made’ and put into law. If the NP fails at Referendum, the revised Plan would have to conform to the 2018 National Planning Policy Framework, rather than the 2012 Policy used in the original Plan, and the revised RDC Core Strategy.

6. **Date of Future Meetings**

**Steering Group** – Tuesday 7 May 2019 in Crowhurst Village Hall at 7.30pm.

**Please note the change of day**

The meeting closed at 9.10pm.