**Crowhurst Neighbourhood Plan Steering Group**

**Notes of Meeting held on Monday 11 June 2018 at 7.30pm**

**in Crowhurst Village Hall**

**Present:** Gareth Bright, Tracy Hoad, Diane Stainsby, Martin White (Chair), Willy Wilson, Pat Buckle

**Apologies:** Chris Davidson, Ros Day, Dave Howley, Sonia Plato, Ann Wilson

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**In Attendance:** None

Martin White 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 the owner of Church Paddock, Crowhurst.

2. **Notes of Previous Meeting** held on 14 May 2018 - Approved.

2.2 **Matters Arising** – None

3. **Task Groups Reports**

3.1 **Finance –** Tracy Hoad reported that the grant of £2,832 had been received and the Planning Consultant, Ashley Wynn, had been paid for work completed so far.

3.2 **Land Use Task Group** – Martin White reported that Chris Davidson was paying for the outline design which was very much appreciated by the Steering Group. The car park designer has produced two design options for 12 cars and recommended a landscape architect. Martin White and Chris Davidson met with the landscape architect on Friday 8 June 2018 to discuss the layout options, screening of the car park and suitable groundcover materials. Martin White felt that enough information had been gathered to satisfy the next stage of the NP and particularly Rother District Council (RDC) planners' comments. He also confirmed that a planning application would still have to be submitted as part of the process. It was confirmed that Chris Davidson intended to send out the Memorandum of Understanding to landowners in the coming week.

3.3. **Street Champions** – Nothing to report at present but Diane Stainsby confirmed she would contact Street Champions prior to the referendum regarding delivering leaflets to households to encourage residents to vote. Some discussion took place about how best to advertise the referendum date.

3.4. **Communications** – Gareth Bright reported that the Task Group had not met but would need to do so to start planning a timeline to the referendum and what needs to be done, e.g. advertising in the village and at various village events including the annual Village Fayre in August. It was agreed that the Steering Group would again have a stall at the Village Fayre and Steering Group members were asked to let Gareth Bright know of their availability to be on the rota to help on the stall.

3.5. **Research Heritage** – In the absence of Dave Howley, Martin White reported that archaeological assessments would take place on the proposed sites once the Memoranda of Understanding had been signed by landowners.

3.6 **Environment** – No report had been received but it was understood that the Task Group had met in the preceding week and the issue of green spaces had been discussed. The Group anticipated the amendments from Ashley Wynn to the Strategic Environmental Assessment (SEA).

4. **Documents Required for Submission Plan**

Ros Day had emailed some questions to Steering Group members. The meeting agreed a response which would be relayed to her by Martin White.

5. **Any Other Business**

5.1Gareth Bright reported that his wife and been approached by a work colleague, who was part of Hurst Green Parish Council, requesting a copy of Crowhurst’s survey form to assist it in it’s preparation of a NP. The request was approved.

6. **Date of Next Meeting**

**Steering Group** – Monday 2 July 2018 at 7.30pm in Crowhurst Village Hall

The meeting closed at 8.30pm.