**Crowhurst Neighbourhood Plan Steering Group**

**Notes of Meeting held on Tuesday 7 May 2019 at 7.30pm**

**in the Village Hall, Crowhurst**

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

**Apologies:**  Chris Davidson, Tracy Hoad, 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 1 April 2019 - Approved.

2.1 **Matters Arising** None

3. **Task Groups Reports**

3.1 **Finance**

In the absence ofTracy Hoad, Ros Day reported that the end of grant report had been submitted to Locality. It was noted that Grant rules have changed and it is no longer necessary to return any unspent grant money and can be used for any further NP expenses. The Neighbourhood Plan website has been paid for two years from May 2018 and it was decided to keep this for now as it may be useful should anyone want to look up the documents. The annual cost of £16 for the domain name is due.

3.2 **Land Use Task Group**

Martin White stated that there was nothing to report. The meeting agreed that landowners will be contacted following the result of the Referendum.

3.3. **Street Champions**

Diane Stainsby reported that she had spoken to some of the Street Champions and they agreed to do another leaflet drop around the village encouraging residents to vote at the Referendum. Ros Day stated that she would contact Rother District Council (RDC) as to what information can be included in the leaflets as the meeting was aware that the regulations state that any publicity published by the Parish Council in the run-up to the Referendum must not be seen to be supporting or opposing the Referendum. It was agreed Sonia Plato and Chris Davidson would design the leaflet and Ros Day will contact Rother Reprographics regarding the printing and costs. The leaflets would be delivered to the Street Champions for distribution on 1 June 2019

3.4. **Communications**

Ros Day informed the meeting there was nothing to report. The Group is awaiting the date of the Referendum from RDC, (anticipated this will be towards the end of June 2019), and decisions regarding the leaflet information.

3.5. **Research/Heritage**

In Dave Howley’s absence, Sonia Plato stated there was nothing further to report. Martin White informed the meeting that a small group had met with a view to collecting old photographs of Crowhurst and putting these in the Crowhurst News over a period of time. It was hoped that this would encourage other residents to submit any similar photographs to possibly establish a photographic archive. It was also reported that the Parish Council was making enquiries of RDC as to whether The Plough Public House could be made a listed building.

3.6 **Environment**

Sonia Plato reported that the wildflower verges were awaiting poles and explanatory signs from East Sussex County Council for each site, and that the recording of plants continues. The Group has been invited to Great Dixter in Northiam to look at it’s wildflower areas and for advice/guidance. The Group has also been given the name of a local plants woman who is available for further advice which could be useful. The Green Picnic at Combe Haven took place on 13 April “in the rain”. Ros Day stated that the environment checklist drawn up by the Group is to be added as an appendix to the NP.

4. **Update on Independent Examination**

Ros Day reported on her meeting with RDC at which the NP was agreed with some slight amendments which she is doing and will be sending to RDC. ‘Copies available for inspection if required’ will be added to all NP information. It was agreed that 6 copies of the NP will be printed and available at the next workshop. Ros Day said the NP was now complete and the Steering Group was awaiting the Referendum date from RDC.

5. **Referendum Planning/Promotion**

The meeting agreed posters and banners reminding/encouraging residents to vote will be put up 2 weeks before the Referendum date and Ros Day and Sonia Plato will agree the wording with RDC. The banners will be erected at Upper Wilting, the bottom of Ballards Hill, the bottom of The Manor House driveway or near the Crowhurst sign in Forewood Lane. Posters will also be put up at points around the village. A Crowhurst resident has been commissioned to make the poles and boards for the posters.

6. **Final Plan, Design and ”Crowhenge” Workshop**

The meeting agreed to hold a workshop on Saturday 8 June from 10.30am to 2.30pm, including lunch, in the Village Hall. The workshop will consist of three strands – 1) copies of the final NP available for inspection; 2) Update on ‘Crowhenge’ by Valerie Grove; 3) Housing design ideas/discussions – Catherine Bright had kindly agreed to pull out relevant comments from the village survey to aid discussions. Sonia Plato reported that Chris Davidson and herself had met with Diane Williams and Frank Rawlings, RDC Planning Department, for design guidance and advice. They were advised that this should be more specific than the current draft drawn up from the last workshop with BBM, and will be the criteria that RDC and the Parish Council can work from. Further advice was to design space rather than houses, follow High Weald AONB guidance, and review for any changes. Sonia Plato suggested that a Design Group could be formed to take the work forward and this is being considered. RDC stated that the draft Design Brief should be with them by September 2019. Details of the workshop would be included in the leaflet drop by the Street Champions.

7. **Date of Future Meetings**

**Steering Group** – Tuesday 4 June 2019 in Crowhurst Village Hall at 7.30pm.

**Please note the change of day**

The meeting closed at 9.25pm.