

Ewhurst and EG NP  
Minutes for SG meeting  
Monday 3<sup>rd</sup> August 2015

1. Attendance and apologies - Attending TB, DQ, AW & PG. Apologies from VH, JA & BA

2. Approval of July minutes - approved.

3. Survey

3.1 Response rate to date. About 30 by both hard copy and on-line, but very early days.

3.2 Agreed we should pursue following to achieve high response rate

- Ebulletins over returns period

- use noticeboards

- article/leaflet in either EVS or News & Views, providing one is to be published before 1<sup>st</sup> week September.

- note to all children returning to school to take home to parents

- contact with village clubs and societies to ask to remind members

- follow up emails to all on SG, working groups, Parish Councillors and volunteers list.

- if above achieved large posters on boards around village possibly not required and expense unnecessary.

3.3 Survey has asked whether and how respondents want to be updated on news and progress. TB said all hard copy responses he had seen to date asked for this by email. Therefore someone had to compile a group on their address book. Agreed whether BA, or a volunteer from his group or list would do this, with TB providing list of email addresses from returned hard copies. That person would have to take addresses from on-line returns

4. Strategic Environmental Assessment. WBC had sent us a form to be completed which sets out basic baseline information and asks their opinion as to whether we need a SEA. WBC must send this information to various bodies such as EA etc before giving this opinion. AW felt we were not yet in a position to complete the form, but will sit down with DQ to start assembling what information we already have, and to see what further we need. TB is receiving from WBC in next couple of days a large map with important designations overlaid on same, and once he had finished using for housing screening work, which only need few days, would pass the map to AW.

AW also queried whether communication from Ian Moutel at WBC has also asked whether we were happy with the form and all detail required - TB to query.

5. Update from working groups and their plan and timetable

5.1 Housing. TB had sent their programme to all, for use in revised NP project plan by Central Support. They were progressing with initial screening programme and had arranged meeting with WBC on 15/9 to show them results of this process to ensure its validity. They were also going to discuss other topics, including housing numbers, brownfield sites, affordable housing etc.

5.2 Community Assets - post meeting VH confirmed they had meet that evening and were now in a position to produce for the SG their report on work done to date.

5.3 Heritage - DQ said they believed they now had all information required and would start mapping same. TB said they might want to contact PC Clerk who had some mapping expertise and resources.

5.4 Infrastructure - although some initial feedback still required from providers such as Broadband, in reality not much further work could be undertaken until site specific work following identification work by housing group.

5.5 Business - PG had received revised list of businesses and agreed the business questionnaire would be sent by post to all. Also agreed that list would be sent to all SG in case they could identify any obvious missing from list.

6. Budget meeting discussed draft produced by TB and sent to all SG.

- Housing survey. TB said we would clearly need an additional survey to all residents re site allocations and other matters. He felt we could do this allowing for more than one individual response on each one, and would get budget price from Blue Mushroom [printer of main Village Survey]

- Draft Plan. We would probably only need to print limited number, say max of 200, as we would not distribute by hand to all, but rely on emails to all who had completed main Survey and all other contacts such as volunteer list etc, plus publicity to encourage residents to see and comment. Assuming max size of 50 pages, TB to get budget price.

- Final NP. Similar to draft.

- Consultants. AW believed we had expertise to complete NP without further consultant's engagement, but if we applied for Locality grant, which was agreed we would to save PC expenditure, we could include Tony Burton quote for compliance as a contingency.

TB to amend draft budget when budget quotes received from printer.

7. AOB

7.1 Conservation Areas - TB has been asked by housing working group to enquire who should be looking at this, and it was agreed that Heritage were best placed, with DQ commenting they already had much information to be able to do this. AW stated that designation of conservation area status was not a function of local plans, and that was a separate part of planning process. Nevertheless there was nothing to stop the NP providing evidence and recommending to WBC that an area be adopted or extended. We could possibly designate Heritage Area status, again with proper evidence.

7.2 When discussing the housing screening process, AW mentioned that at Crawley they had adopted a policy of all new housing being within 0.5 miles by foot or bicycle from shops, schools, recreation facilities etc, and that may be a common policy in planning. TB to take that back to housing group.

Dates of next meetings

Monday 7<sup>th</sup> September

Monday 5<sup>th</sup> October

Monday 2<sup>nd</sup> November

7. AOB