

# A NEIGHBOURHOOD PLAN FOR EGERTON

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## WORKING GROUP

### Minutes of meeting Saturday 20 October 2018 @ 11am Committee Room, Village Hall

Present: Jane Carr (Chair), Chris Burgess, Elaine Graham, Richard King, Graham Howland, Ian Mella, Lois Tilden (Secretary).

1. **Apologies for absence** Jerry Crossley (Mel Rawlinson & Peter Rawlinson no longer attend).
2. **The minutes of the meeting on 17 September** were approved.
3. **Action points arising from minutes:**
  - a. **ABC 2030 Plan and National Planning Policy Framework:** LT and JCr had gone through all the relevant modifications to ABC's 2030 Borough Plan following the Examination by two Planning Inspectors and latest revisions to the NPPF. LT had produced a note outlining the key issues with suggested comments. LT summarised these and a discussion ensued. Many modifications were positive and some reflected earlier comments by EPC that had not been taken up first time around. A few modified sections needed clarification – notably about ABC's strategic policies and the implications for a Neighbourhood plan. LT had updated EPC about this and the NP Group's other progress at the EPC meeting on 9 October, both in person and in writing. It was agreed that the outstanding issues as well as NP progress should be raised with ABC at a meeting arranged for Tuesday 23 October. JC, RK, JCr and LT would be attending. LT would provide ABC with her note in advance of the meeting as a starting point for discussion.
  - b. **Strategic objectives of the NP:** JC's draft document setting out bullet-points under headings of "Protect, Sustain, Develop" had been revised slightly after comments from others in the Group and was now on the website. There had been no further comments and it was agreed that it could be refined as necessary when policies emerged or evolved.
  - c. **Housing Needs Survey:** JC and LT had been working closely with Tessa O'Sullivan, ACRK, to tailor the survey and covering letter to meet Egerton's needs more specifically and to add more useful information to the accompanying guidance note. After a lot of effort on the part of ACRK, JC and LT in a condensed timeframe this was all ready and would be distributed by the former village postman on 22 October. His standard fee was agreed. The fee for ACRK would be £1028+ VAT (£1233.60). Discussion centred on the content of the survey and the need to ensure the widest coverage of housing needs, to ensure everyone had scope to respond realistically. Extra copies of the survey form would be available via the website, from ACRK and at the village shop. This was to ensure that different needs might emanate from one household and there might be former Egerton residents or people with Egerton connections living away who might wish to record their needs. (By contrast, future surveys on other topics for the NP would be confined to Egerton residents.) The return date was 12 November. ACRK anticipated carrying out an analysis before Christmas. **Action: Publicity would be: via posters and EPC - action LT; social media – GH; website - JC/Sandra Laws; plus everyone to draw attention to the survey and encourage completion via their local networks.**

- d. **Project progress:** Action: LT had drafted wording for the NP on Windfall development in the form of a brief statement that matched wording in the NPPF and ABC's final 2030 plan, leaving the detail and decision-making to ABC. LT had yet to look up agricultural classifications and Landscape Areas on KCC and ABC websites; GH was still gathering information on agriculture, business and home-working; CB had looked up a number of NPs from other areas and suggested there were some helpful templates that would save reinventing the wheel. It was agreed that our consultants could help us in selecting the generic policies whilst we could identify the distinctive Egerton features. EG had reviewed the Parish Plan and had provided a note for JC. CS had started work on recreation and green space and was in touch with contacts in the village about existing and future prospective provision. RK would look up the list of action points from the Parish Plan and would speak to PR about the issues for EPC to take forward and an update. RK would also check on EPC's action a few years ago to define village settlement confines, and advise on the status of any results.
- e. **Land for Building:** JC had prepared letters to send that day to each of the landowners to update them on the latest position, namely that we would await the results of the imminent Housing Needs survey. In the case for a single dwelling the landowner was being advised that this would have to be made the subject of a planning application to ABC. In the case of the commercial development proposal, it was made clear there was no support for it in the village, not least because it was in open countryside, was a greenfield site and had very poor access.
- f. **Progress on grant application for "Locality" and other funding:** JC had sought clarification from Locality as to their precise needs and completed the last piece of action. IM confirmed that a BACS payment had been made for the sum of £3675. This would go to EPC's account and would be ring-fenced on a separate spreadsheet for the NP project. £500 had been secured from KCC and ABC. The website fee was £500 and could now be paid.
- g. **Meeting with Sarah Nelson, our Planning consultant, South Downs National Park Authority 25 October 1-3pm:** It was agreed that LT would produce an Agenda for the meeting, with an Annex outlining the key issues on which we would wish Sarah to focus: an audit of what Group had achieved to date; was the Group on the right track - and if not, how to get us there; how to integrate the Parish Design Statement and Parish Plan into our NP; the components of a Green Space assessment and a wider environmental impact assessment; and identifying existing "model" plans that could form a blueprint for our NP.

#### 4. Any other business: None

**Date of next meetings: 25 Oct at 1pm – 3pm and Wednesday 5 December at 7.30pm in either the Hall Committee Room or Pavilion (EG to confirm).**

**The meeting ended at 1.05pm**