
HORSTED KEYNES NEIGHBOURHOOD PLAN



STEERING GROUP MEETING

Date: Thursday 05th February 2015
Time: 8.00pm
Venue: Martindale Centre, Station Road, Horsted Keynes

Members of Steering Group present:

Kenton Lawton (KL), Angela Newman (AN), David Colville (DC), Terry Higham (TH)

14 members of the public present

All documents presented at the Community consultation Event on 24/01/15 were available for members of the public to view and approx. 30 minutes was designated for this purpose.

Following the Community consultation Event on 24/01/15, Kenton Lawton provided feedback as follows:

- Over 300 people attended – far more than expected
- 136 feedback notes
- Majority view was positive towards the process and steps taken so far

Specific feedback received - which has not yet been reviewed in detail:

- Old Rectory 24 notes of concern, 14 of support
- Jeffries farm sites 10 notes of concern, 20 of support
- Police House 2 notes of concern, 6 of support
- 13 process issues

Process – Progress Update and anticipated timeline:

- Consultation on Vision Statement, Objectives, Policies and Sustainability Assessments - Ongoing
- Now - Finalise Policies, liaise with landowners and authorities (Highways)
- March – Draft Plan creation
- Spring - Produce draft plan
- Late spring – formal consultation (6 weeks)
- Summer – Examination
- Late Summer / Autumn – Referendum

Misunderstandings / Clarifications

- No development (6) – A neighbourhood plan needs to deliver against needs – 19 on housing register. No NP does not mean no development – quite the opposite.
- Better to have a NP or not? (1) – Parish Council as elected representative body for the Parish reviewed and decided that Plan is in best interest of the Parish. NP ensures the right mix of housing and numbers. It can also build in protection for Assets of Community Value. 25% of development levy payable to HK if it has NP, only 15% if no NP.

There were 13 process issues

- The law requires 2 x 6 week consultations (3) – Only one is required but consultation will be ongoing
- Sustainability criteria questioning (2) – National planning policy and MSDC, not HK.

- Boundary query asking for views without a map. (2) – this will be remedied when site consultation complete.
- Event was too busy to see properly (2) – considerably more people than expected. All documents are on PC website for review, and will be available at SG meetings.
- Views on policies without enough evidence (1) - Starting point only. We will be seeking further views once fully developed as we have done throughout this process
- Obtained biased views as went to mums / children (1) – Results of the original surveys were heavily biased by response from the older generation and younger people's views were missing. To make sure we had a good cross section we went to first steps, school, pre-school although we also spent two days outside the village shop and also engaged with the WI.
- You need a proper consultation (1) - There will be a formal 6 weeks statutory consultation to review the draft plan. Communication and seeking feedback / views as Plan progresses is ongoing.
- Vision states development across the Parish but SA does not reflect this (1) – Vision is the view of the people from consultation then you have to set this against national and local planning guidance – Vision may need to be reviewed and amended.
- Cannot agree with plan until district plan is agreed (1) – There is an emerging plan, other NPs are being developed in line with this plan and some have been adopted at referendum.
- We won't get affordable housing on sites with less than 10 houses -This is 5 houses in AONB
- Will sites currently excluded be considered at a later date if access changes? (1) – No but policies can support change of use if circumstances alter e.g. the industrial estate.
- Balcombe has scrapped its NP (1) – *Note subsequent to this meeting – Balcombe has advised that they haven't abandoned their neighbourhood plan and hope it will go for consultation in the next couple of weeks.*
- Various comments re road suitability / infrastructure / access etc. – Highways viewpoint is sought on all sites considered sustainable.

Additionally Kenton Lawton advised that in response to concerns re allocation of affordable housing to local people, MSDC has confirmed that where a Neighbourhood Plan exists in a community that falls within the AONB, 50% of affordable housing will remain in perpetuity for those with local connection (See appendix 1 for full details)

The meeting continued:

1. Apologies for absence
Marjorie Fritz & Peter Whatling
Kenton Lawton also reported the resignation of Mark Syrett from the NP Steering Group.
2. Declarations of interest
TH lives adjacent to Constance Wood Field (HKNP003)
DC is a member of PCC and Village Hall Committees (Sites HKNP021 / HKNP022)
(Note subsequent to this meeting - As all the above mentioned sites have been assessed as "Not Sustainable" – no further declarations of interest will be required by TH / DC unless those sites are to be specifically discussed.)
3. Approval of Minutes of previous NPSG meeting 08/01/2015
Approved
4. Approval of Minutes of NPSG Event Review meeting 28/01/15
Approved *(copy held on file)*
5. Matters arising from previous minutes not covered in agenda items
None

6. Sub-group reports:
- a. Finance
 - Grant monies - the way forward **(TH and All)**
TH reported *(subsequently revised to include additional invoices incurred in January but paid in February –copies held on file)*
New grant funding may be available from April 2015
PC made aware of costs to date and funding opportunities
 - b. Framework
 - i. Policies – a review and further policies needed **(KL)**
KL and PW to review feedback and draft policies for Steering Group to review.
Draft Policies will need to be communicated to community and views sought
Aim to publish in April P&P and use annual Parish Meeting on 14/04/15 as consultation event for policies.
 - ii. Timeline of stages to referendum **(All)**
Policies to be drafted March / April
Timeline as communicated above in public section of the meeting – agreed
 - iii. Procedure for public email contact list for future notifications
(Is a separate NP address necessary?) **(All)**
Separate email agreed – AN has set up (hkneighbourhoodplan@gmail.com)
TH has supplied spreadsheet of email addresses collected 24/01/15.
Process agreed as follows:
emails to be sent to HKPC and blind copied to all other recipients.
AN to monitor email account and forward any non-NP issues to Clerk
Monitor and review after 1 month.
 - c. Community engagement
 - i. Outputs from Consultation Event **(KL)**
As advised during public section of the meeting and to be published on website
KL to review with Navigus.
 - d. Housing / Development
 - i. Overall housing requirements and mix for HK **(KL)**
Options to establish evidence for overall housing mix are:
 1. Housing needs survey
 2. Community Land Trust
 3. Rely on MSDC housing allocation criteria.In view of details supplied by MSDC re housing allocation, Option 3 agreed unanimously.

- e. Communication
 - i. Update and new requirements for FB and P&P **(AN)**
 Feedback from consultation event
 Reiterate reasons for development of NP – need / benefits / consequences
 Emerging policies and timeline for publication
- 7. Agree any items which need to go onto Parish Council agenda
 Vote of confidence re process following recent resignation of NPSG member
 Consider Assets of Community Value and possible registration of such.
- 8. Date of next meeting
 05th March 2015 – 8.00 p.m.

APPENDIX 1

MID SUSSEX DISTRICT COUNCIL HOUSING ALLOCATION SCHEME Choice-Based Lettings with effect from January 2015

HOMES IN AREAS OF OUTSTANDING NATURAL BEAUTY (AONB) OR THE SOUTH DOWNS NATIONAL PARK (SDNP) – special rules

39.1 The Council recognises that new developments within AONB or the SDNP that have been brought forward through Neighbourhood Plans are exceptional and intended to meet local housing need. To this end priority will be given to Applicants with a Local Connection to the village or parish where the homes are located, as set out below.

39.2 In the case of all first lettings of such developments, priority will be given to Applicants who have a Local Connection with the village or parish according to the rules set out above at **38** that cover First Lettings of a New Housing Development.

39.3 In the case of all subsequent lettings of a designated 50% of the homes in the development, priority will be given to applicants with a Local Connection with the village or parish as if they were first lettings of such developments. The rules set out above at **38** that cover First Lettings of a New Housing Development will therefore apply to all subsequent lettings of a designated 50% of the homes in such developments.

39.4 A development has been brought forward through a Neighbourhood Plan when a Neighbourhood Plan has been submitted to the Council in accordance with Regulation 16 of the Neighbourhood Planning (General) Regulations 2012. For the avoidance of doubt, the special rules set out above would also apply where a development has been brought forward in this way but planning permission for that development has been granted in advance of the adoption of the Neighbourhood Plan.