
HORSTED KEYNES NEIGHBOURHOOD PLAN



STEERING GROUP MEETING

Date: Thursday 2nd April 2015
Time: 8.00pm
Venue: Martindale Centre, Station Road, Horsted Keynes

Members of the public are welcome and encouraged to attend.

33 members of the public present.

NPSG members present:

Peter Whatling (PW) Chair, Terry Higham (TH,) David Colville (DC), Marjorie Fritz (MF).

8.00pm to 8.30pm – Open discussion

Neighbourhood Plan process - An opportunity to make comments and ask questions

PW covered following points:

- Who are the SG and what are we trying to do
- Where the plan is up to
- PW asked for the following rules to be observed:
 - Contributors to
 - Raise hand
 - Stand up whilst making contribution
 - Introduce themselves
 - Make one contribution at a time to allow everyone who wants to speak to do so
 - Please don't interrupt when others are speaking

8.30pm – Meeting commences

The first 10 minutes of the meeting will be available for members of the public to make comments or ask questions on any item on the following agenda.

Questions and comments made by public:

Q. Are we vulnerable in the 12 months period while process is taking place?

Yes, although Planning Authority are minded to take account of fledgling NP.

Q. MSDC plan is available for view. Will it influence our plan?

We are aware and we are taking it into account.

Q. How many houses planned for each site?

20 – 30 dwellings per hectare

Q. Smaller sites would be better.

Affordable houses are only mandatory on developments of 11+ houses

Q. Does social housing stay social housing?

Affordable rented houses are owned by Housing Assoc or MSDC. Initially provided to people with a local connection and at least 50% are retained for local people in perpetuity.

Intermediate housing (shared ownership) do not have the same rules. Mark Bristow(MSDC) has said the council will attempt to keep the local connection.

Q. Has any extra consideration been given to all necessary services?

Services under threat already. We need to sustain school and shop etc.

Q. Why are we proceeding with plan when there is no consensus on policies?

Those policies which have been published to date have been widely supported.

Q. What numbers / levels would have a negative effect on village?

Growth may bring problems. We must contribute to MSDC need for housing.

Q. What about Rural Exception Sites?

These are sites for affordable housing outside the village. Do not fit with our objectives of keeping development within the village.

Q. It is hard to find housing in village and we shouldn't concentrate on the school which is over stretched.

The school is not overstretched, the current roll is 121, 25% of whom come from outside the parish. It has a nominal capacity of 140 and could take more. The head teacher has stated that the school would welcome development in the village if it provided more pupils for the school

Q. Expressed surprise at numbers of houses put forward. Better to put forward less houses.

Figure of 120 came from MSDC. The only numbers we have put forward to date is the individual capacity for each site. All sites will not be developed. Each site will have specific policy detailing numbers.

Q. What advice have we got from High Weald Development Board?

Sustainability scoping report has been approved by all relevant bodies. The next stage is the preparation of the sustainability report itself which will be prepared by our specialist consultant.

Q. How can we get affordable housing without getting large swathes of supporting larger houses.

We are not planning for larger houses but no market housing = no affordable housing.

Q. Constance Wood Field still remains MSDC

Q. Access to Old Rectory site a major problem. There must be alternative access.

The land owner's agent has indicated that they are currently preparing a "masterplan" document which will address the access issue.

Q. Sustainability Scoping Report – other villages used research to set plan.

Q. We must treasure the rural character of the village and bear it in mind when deciding the size of developments.

Q. Smaller housing not just for young people. Older people need smaller houses to downsize.

Minutes:

1. Apologies for absence
Angela Newman (AN)
2. Declarations of interest
None
3. Minutes of previous meeting 5th March 2015
Agreed they were a true record
4. Matters arising from previous minutes not covered in agenda items
 - a. TH – new funding applied for
 - b. TH – Q&As updated and expanded
 - c. PW – Old Rectory – more definition of proposals has been requested and a “masterplan” document is being prepared – should be available in a week or so
 - d. PW – Site HK017 covenant: implications still being discussed with CB, meeting with Mr & Mrs Vince on hold
 - e. AN – Draft policies in P&P – policies not yet completed so P&P article deferred
5. Update on consultant activities **PW**
 - a. Assistance with grant application
 - b. General ongoing advice as required, particularly with regard to policies and Q&A
 - c. Strongly recommends a meeting with Mark Bristow (MSDC) re housing numbers
MF to contact MB re meeting **MF**
6. Sub-group reports:
 - a. Finance / Admin **TH**
 - Budget report appended
 - Application for new grant starting April . Grant will be limited to 6 months. Advised it should cover April – October. There is a possibility there will be another 6 months available thereafter. **TH & CB**
 - b. Communication
 1. Publicity and marketing.
Article for next P&P – “The case for growth “ suggested by PW.
DC to contact AN **DC & AN**
 - c. Framework **PW**
 - i. Policies
 1. Comments received from MF/TH/CB/ DC – PW will amend accordingly and target re-issue, with explanatory text, by mid-April **PW**
 - ii. It was agreed that the following would be issued for comment and approval to MSDC
 1. Sustainability Assessment
 2. Policies **PW**
 - iii. Objective 3 – population increase
 1. PW proposed it should be based on MSDC projected population increase for the district as a whole. This principle is critical to the assessment of amount of development needed and should not be decided by the SG alone. Should be discussed/endorsed/amended by the full PC. PW to make a proposal and then give to PC as an agenda item for next PC meeting. **PW**

d. Community engagement

i. Summary of consultation event

This will be kept updated and issued for inclusion on the website.

MF

ii. Consultation with businesses

DC to approach businesses and ask questions re expansion etc.

DC

e. Housing / Development

1. Meeting with residents' group

PW

1. Meeting with 3 residents who stated that they were speaking for around 100 in total whom they have contacted

(Copy of notes taken at this meeting are held on file)

2. Main proposal by the residents is to have a further survey with particular reference to the scope of development desired by the village. Could possibly be done during June as part of the community engagement on the draft plan. As a precursor "Five Key Questions " (FKQ) sheet to be delivered by street coordinators to every household so that residents are aware of position of NP.

DC to get 2 quotes for leaflets. AN to get printed.

DC & AN

PW to contact CB re survey and then discuss with Resident Group the possible questions

PW

7. Agree any items which need to go onto Parish Council agenda

- PC to be formally notified of grant application
- See 6 iii 1.- PW will request that an item be added to the agenda for the next PC meeting to agree the proposed population increase

PW

DC to present to PC

DC

8. Date of next meeting

- a. PW has clash with another meeting – could it be shifted 1 week either way
Subsequent to meeting it is agreed the date of next meeting should be 14/05/15
AN to ensure change of date is in P&P , FB and website

AN

HORSTED KEYNES NEIGHBOURHOOD PLAN STEERING GROUP

BUDGET REPORT FOR HKNPSG MEETING ON 2 APR 2015

(Note: All costs are reported net of VAT which is recoverable by HK PC)

BUDGET RESOURCES	month	total	available for		invoiced to date
			Navigus	other	
HK Parish Council Special Reserve		5,000.00			
Cost of Posters		-93.00			
Balance available to HKNPSG		4,907.00	1,200.00	3,707.00	
CDF Grant awarded		6,900.00	6,900.00		
		11,807.00	8,100.00	3,707.00	
Adjustments to Resources					
Refund of unspent grant		-726.00	-726.00		
Loss of Grant retained		-690.00	-690.00		
Transfer of HK PC Special Reserve			1,416.00	1,416.00	-
Total available to HKNPSG		10,391.00	8,100.00	2,291.00	
Estimate of additional Navigus costs			975.00	-975.00	
Revised Total available to HKNPSG		10,391.00	9,075.00	1,316.00	

(Note: New Grant of £3,885 applied for March 2015)

EXPENDITURE TO DATE

Martindale hire	June	15.00		15.00	15.00
Martindale hire	July	15.00		15.00	15.00
Navigus fee		250.00	250.00		250.00
Martindale hire	August	15.00		15.00	15.00
Navigus fee		300.00	300.00		300.00
Martindale hire	September	20.00		20.00	20.00
Navigus fee		25.00	25.00		25.00
Martindale hire	October	20.00		20.00	20.00
Navigus fee		900.00	900.00		900.00
Navigus expenses		81.00	81.00		81.00
Martindale hire	November	20.00		20.00	20.00
Navigus fee		900.00	900.00		900.00
Navigus expenses		45.00	45.00		45.00
Land Call Ad in Middy		150.36		150.36	150.36
Martindale hire	December	21.00		21.00	21.00
Navigus fee (part)		2,200.00	2,200.00		2,200.00
Navigus fee (balance)		750.00	750.00		750.00
Navigus expenses		33.75	33.75		33.75
Martindale hire	January	20.00		20.00	
Open Day expenses (M Fritz)		44.74		44.74	44.74
Prismatic Print Solutions (A Newman)		111.40		111.40	111.40
Prismatic Print Solutions (A		43.80		43.80	43.80

Newman)			
Solo Press (flyers A Newman)		85.00	85.00
Martindale hire	February	20.00	20.00
Navigus fee		200.00	200.00
Martindale hire	March	20.00	20.00
Navigus fee		400.00	400.00
Total to date		6,706.05	6,084.75
			621.30
			5,961.05

**BALANCE OF BUDGET
AVAILABLE**

3,684.95	2,990.25	694.70
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CDF GRANT SUMMARY

CDF Grant received (90%)	6,210.00
Less total spent (rounded)	<u>-5,484.00</u>
REFUND TO CDF	726.00
CDF Grant withheld (10%)	690.00
Total loss of Grant funding	<u>1,416.00</u>