

PETWORTH TOWN COUNCIL

A MEETING OF THE NEIGHBOURHOOD PLANNING COMMITTEE WAS HELD ON THURSDAY 7TH NOVEMBER 2013 IN THE TOWN COUNCIL OFFICE AT 7.00 PM

PRESENT: Mr D Cooper, (Chairman), Mr B Walsh,
Mrs E Hodgkins, Mr K Lintill, Mr N Fox
and Mrs C Goldthorp.

CLERK: Mrs J Huggett.

1. Apologies were received from Dr R Pawsey and Mr D Burden. Mr C Kemp did not attend.
2. PRESENTATION BY ADAMS INTEGRA

Mr Fox welcomed Andrew Seddon and Oona Hickson from Adams Integra and invited them to speak.

Andrew Seddon opened by giving brief details about Adams Integra, a Chichester based company. It was established in 1998 to provide counseling advice for District Councils, Parish Councils and Housing Associations, which they are continuing to develop. He has over 25 years of experience in affordable housing dealing with local authorities, housing associations and private developers.

Oona Hickson is a very experienced housing professional, knowledgeable on rural and local issues. She is a Parish Councillor and has been very much involved in establishing a Neighbourhood Plan for her parish.

Simon Jenkins (not present) has a wide and varied experience covering over 30 years in housing and development. He worked as a Chartered Town Planner in both policy and development control in the public and private sector before joining the affordable housing world fifteen years ago. He specialises in Localism and community issues, producing plans from them.

He thought the group had produced a very good scoping document, if appropriate it may need to be reviewed, and he suggested that an application is put in now for money from Locality. To increase participation local community groups should be approached soon.

He then took members through the proposed timetable.

- (a) Review the scoping document
- (b) Apply for funding
- (c) Consult with the community

- (d) Look at residential needs, employment needs, community needs
- (e) Look at housing sites, housing needs
- (f) Draft Neighbourhood Plan with workshop
- (g) Meeting with CDC and SDNPA Planning teams
- (h) Draft plan, appraisal, community and wider public consultation
- (i) Incorporate additional information
- (j) Liaise with SDNPA (and CDC if needed) for vote of support
- (k) Submit final Neighbourhood Plan

Mr Fox asked if they would be able to help with the application for Locality money and, if so, would there be a fee. Andrew Seddon said they could and, if appointed, there will be no fee. Mr Walsh said it appears there is no money available from CDC or SDNPA. Andrew Seddon said they will help with expertise and Andrew Triggs will attend meetings. Mr Cooper asked about housing. Oona Hickson said this is something she would work with them on, identifying numbers, areas where they could be built and looking at the infrastructure. Data will be needed to support this but this information should be available from the District Council Planning Department. Mrs Hodgkins said she could not see how they could carry out the work in 17.5 days when the other quotation received had said 25 days. Andrew Seddon replied that once the steering groups get going there will be community involvement with outside help, and with their technical expertise the work could be done. After answering further questions Mr Fox thanked Andrew Seddon and Oona Hickson for coming and they left the meeting.

3. ELECTION OF CHAIRMAN

Mr Fox said there has been some discussion about his successor and it has been agreed that Mrs Hodgkins will take over, but as she has other commitments cannot do so until March. In the interim Mr Cooper is willing to become Chairman and he asked for a proposer. Mr Walsh proposed Mr Cooper's nomination, this was seconded by Mrs Goldthorp and, on a vote, was unanimously agreed.

Mr Cooper took the chair and thanked everyone for electing him.

4. MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on Tuesday 24th September, having been circulated, were agreed and signed.

5. MATTERS ARISING

- (a) SDNPA Workshop: Mr Walsh reported on the meeting he had attended on 1st October. He said items that had been discussed before had been revisited so he didn't bring a great deal away from the meeting. There is help available but it is not financial.
- (b) CDC Workshop: Mr Cooper reported on the meeting he had attended on 1st November. It was quite a good meeting, there were only 12 people

there, but some interesting things came out of it. Housing was discussed, the District Council has to provide 6,973 houses, he understood many of them were destined for Tangmere, and of course this will inevitably impose further north/south traffic on Petworth and Midhurst. A discussion followed on the housing needs in Petworth, where they could be built, it was agreed this will need a great deal of thought when the time came to look at the allocation of housing.

6. QUOTATIONS FOR WORK

Mr Fox said he was disappointed that having asked Adams Integra to come along, Mr Simon Jenkins, the Planning Partner, who will be one of the primary points of contact, did not attend. He had thought it important to have a second quote, as it was obvious from the e-mail from the Thame Consultants that they were not really interested and would be far too pricey. It was the general feeling that, although Oona Hickson had come over well, Andrew Seddon had not, and that AirS has a known track record. Mr Fox said the AirS quotation of 40% at the outset, 50% following approval of the Draft Neighbourhood Plan and 10% following approval of the Submission Neighbourhood Plan needs to be renegotiated. If this could be done then their appointment could be conditional on obtaining further funding, Mr Warder has already confirmed they will carry out the Locality funding application without charge. Currently there is £1,000 from the Town Council and there should be £7,000 from Locality. Mr Walsh said he has registered the group on the Locality website. After further discussion it was proposed by Mr Fox, seconded by Mr Walsh, and unanimously agreed, that Mr Walsh speak to Mr Warder at AirS to renegotiate the percentages. If he is successful then the Adams Integra quotation will be declined.

7. ORDINANCE SURVEY MAPS

Mr Walsh said he has registered the Council with Ordinance Survey, has received an acknowledgment, he is using his e-mail and has a password and ID.

8. FUNDING

Mr Walsh said the Town Council Finance committee will be looking at installing broadband in the office for viewing planning applications electronically next year, and will be purchasing a computer, printer and screen. There is funding for this through the District Council.

9. DATE OF NEXT MEETING

Thursday 5th December, 7.00 pm in the Town Council office. It was agreed that the time had come to extend the Steering Group and involve the community. The following key partners will be invited to attend on 5th December.

Leconfield Estates:

Agent, Simon Knight

Petworth Business Association: Chairman, Alex Rees
Petworth Community Association: Chairman, Tony Sneller
Petworth Area Churches Together: Chairman, Rev Kenneth Lynch, URC

Mr Fox will speak to Simon Knight, Mr Cooper will follow up on the others.

Mr Cooper said the group needs to develop its own strategy, Mr Fox said this will happen when the consultant is on board.

There being no further business the meeting closed at 9.05 pm.