

Petworth Town Council Neighbourhood Plan Steering Group Meeting
Petworth Town Council Offices
7pm, Wednesday, 23rd March 2016

Present

Julie Aguilar (NP Clerk)
Kate Brickell (Chair of Environment, Sustainability & Design Quality Working Group)
Douglas Cooper (Chair of SG)
Rob Evans (Chair of Getting Around Working Group)
Chris Kemp (PTC & Chair of Leisure & Well-being Working Group)
Matthew Kinghan (Nexus Planning)
Leanne Williams (Nexus Planning)
Ian McNeil (Member SG & representative of Housing Working Group)
Sarah Nelson (SDNPA)
Alex Rees (Chair of Working & Shopping Working Group)
John Riddell (Member SG)
Lee Scott (Member SG)

Apologies for absence

Pip Aitken (Co-opted member of SG & Chair of Housing Working Group)
David Burden (Member SG)
Elizabeth Hodgkins (Member SG)
Rosa Pawsey (Member SG)

Working Groups – Progress

Environment, Sustainability & Design Quality

Attached are **KB's** notes and update for the group.

The team is meeting every two weeks and has pooled together its skills to consider the baseline report, come up with three key themes and put together objectives that support SDNPA's policies.

Questions from the group:

- Should E,S & D be looking at the public realm?
JR confirmed that the Leisure & Well-being group is looking to improve existing estates as part of its work. **CK** suggested that public realm is likely to overlap in various Working Groups and that it is the role of the Steering Group to spot similarities and avoid duplication. **LS** concurred that it is acceptable for all Working Groups to consider public realm aspects; the findings might be different but they need to be complementary. **CK** urged caution. Potential costs to implement changes should be attractive enough to make it easy for developers to adhere to the policies in our plan (ie, items that are too expensive are likely to be ignored!)

The next step for the team is conducting a character assessment for preferred sites. **KB** presented some very good examples of sustainable, well designed development such as Oakfield in Lodsworth.

SN reiterated the importance of identifying Petworth-specific elements as they relate to SDNPA policies. She also suggests looking at the Lavant Neighbourhood Plan that includes a SWOT analysis, clear maps and supporting documentation.

SN recommends that the Working Group identifies designated green spaces so that developers do not build on them.

ACTIONS:

- **KB** to produce a list of designated green spaces

Getting Around

Attached are **RE's** notes and update for the group.

SN reported that SDNPA is conducting a high-level transport survey in conjunction with Hampshire County Council. The survey will include research into traffic flows at four key road junctions in Petworth and data on the number of people who use various footpaths in the town.

Working & Shopping

Attached is the revised vision statement for the group.

AR met up with **SN** to tackle the town centre boundary line and retail frontages.

SN confirmed that SDNPA is conducting a retail survey for Midhurst, Petworth and Liss. It should be ready in 4-6 weeks' time. It is hoped the results of the survey will provide areas around the feasibility of a larger supermarket or other convenience stores.

AR said that Petworth should capitalise on having a Market Square and offer various markets including affordable goods.

ACTIONS:

- **AR** to tidy up his map of the town centre boundary and retail frontages, scan and send to **SN** for the SDNPA retail study.

Housing

Attached are **IM's** notes, some very interesting data from Chichester District Council and densities for the 33 sites.

Once **Nexus Planning** has completed drawing up the preferred site options, the Housing Working Group will conduct in-depth assessments of each one.

DC urged that all Working Groups need to have a vision statement and a set of objectives that can be presented at the public consultation event in June.

ACTIONS:

- **ALL WORKING GROUP CHAIRS** to ensure they have a vision statement and set of objectives for their respective groups by Tuesday, 17th May

Declaration of Interest Forms

ACTIONS:

- **JA** and **CK** to go through all forms to ensure they are correctly and sufficiently completed.

Update on SEA

Nexus Planning has issued a draft Scoping Report (setting objectives) to the statutory authorities. They have until 8th April to respond with any comments. Thereafter, **Nexus Planning** can progress undertaking initial Sustainability Appraisal assessment work on emerging sites which they expect to be completed by WC 25th April at the latest.

Petworth Traffic Survey

CK has tried to contact the Highways Manager several times without success to ask whether Petworth can conduct its own traffic survey. The officer is now on holiday until 4th April. **CK** will continue to pursue, either once the Highways Manager has returned or through one of his colleagues.

Public Consultation Event Format, Content & PR

Due to time constraints, it was decided to explore this agenda item fully at the next meeting.

With regard to PR, discussions between **JA, CK, JR, DC and AR** on 16th March resulted in the following:

1. **Strategy is to encourage attendance on 17th June – start now! To include:**
 - Posters around town – by site numbers perhaps?
 - Flyer drops – insert into the June issue of Petworth Pages?
 - Press coverage in Midhurst & Petworth Observer – need messaging – drip feed
 - Perhaps an ad?
2. **Slogan – ‘What’s best for Petworth?’**
3. **More on Facebook to attract younger generation and those with school-age children:**
 - Chris had meeting with Nick Herbert MP who shows his support – share his publicity on Facebook
 - Share SDNPA posts
 - Publicise public consultation event – create event and ‘slow boost’
 - Replicate PR messaging
 - Once a week posts

Next Meeting

The next Steering Group Committee meeting takes place at 7pm on Thursday, 28th April at Petworth Town Council offices.

Please note that the Steering Group Committee meeting after that (originally scheduled for Tuesday, 24th May) has now been brought forward to Tuesday, 17th May at 2.30pm at Petworth Town Council Offices.

The meeting closed at 10.30 pm.

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