

## NOTES OF MEETING

<i>Meeting of / between:</i>	LEWES NEIGHBOURHOOD PLAN STEERING GROUP (LNPSG)															
<i>Venue:</i>	Yarrow Room, Town Hall															
<i>Date:</i>	7:00pm Thursday 8 <sup>th</sup> May 2014															
<i>Attending:</i>	<p>Cllr Susan Murray Chairman, Lewes Town Council Planning Committee  Cllr M Turner Lewes Town Council lead for Policy and Finance matters  Steve Brigden Town Clerk  Emma Martin Admin Support</p> <p><i>Community organization representatives:</i></p> <table border="0"> <tr> <td>Cliffe Residents Association</td> <td>Andi Mindel</td> </tr> <tr> <td>Lewes Seniors Forum</td> <td>Richard Partridge</td> </tr> <tr> <td>Friends of Lewes</td> <td>Audrey Jarvis</td> </tr> <tr> <td>Malling Residents &amp; Tenants Assn.</td> <td>Cllr John Stockdale</td> </tr> <tr> <td>Lewes &amp; Ouse Valley Economics</td> <td>Dr Colin Tingle</td> </tr> </table>		Cliffe Residents Association	Andi Mindel	Lewes Seniors Forum	Richard Partridge	Friends of Lewes	Audrey Jarvis	Malling Residents & Tenants Assn.	Cllr John Stockdale	Lewes & Ouse Valley Economics	Dr Colin Tingle				
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<b>NOTES:</b>																
1	Cllr Susan Murray welcomed everyone to the meeting, and introduced Colin Tingle who was giving a brief presentation on “Lewes and Ouse Valley Economics”.															
2	The Notes of the Meeting held on 7 <sup>th</sup> April 2014 were agreed as an accurate record.															
3	<p>Dr Colin Tingle then presented Ecosystem services and how they could relate to the Neighbourhood Plan. He explained that he was here to introduce Natural capital, ecosystem services &amp; “The Invisible economy”. The NP would provide an opportunity for the local community to have a say in setting a vision for the future establishing general planning policies for the development and use of land and to influence the type, design, location and mix of new development and to recognise that Neighbourhood Plans “must contribute to achieving sustainable development”. Lewes &amp; Ouse Valley Economics (L&amp;OVe) were looking into the benefits that the local community and local economy gets from the local environment, benefits from water purification, flood protection and climate regulation and were trying to raise awareness of these benefits. L&amp;OVe could demonstrate these benefits as they fit in the NP “themes”. Several workshops had been held looking at ways to make connections between the environment and the economy. A lengthy question and answer session followed and it was agreed that a workshop could help support better community engagement with the NP.</p> <p>The Chairman then thanked Dr Tingle for his presentation.</p>															
4	It was reported that the application for designation of the formal civil parish area as a Neighbourhood had been unanimously agreed earlier that day, by the SDNPA’s Planning Committee.															
5	<p>The group then moved on to the need for a skeleton timetable for the LNPSG to clarify the work programme and support any applications for grants. It was reported that the SDNPA had allocated £15,000. The group then discussed the timetable from January 2013 to where they were now and the future of the plan:</p> <table border="0"> <tr> <td>○ Public Open Day to engage interest</td> <td>16<sup>th</sup> January 2013</td> </tr> <tr> <td>○ Second Public Open day</td> <td>26<sup>th</sup> March 2013</td> </tr> <tr> <td>○ Inaugural meeting of Community Steering Group</td> <td>26<sup>th</sup> November 2013</td> </tr> <tr> <td>○ Steering Group meeting</td> <td>13<sup>th</sup> January 2014</td> </tr> </table>		○ Public Open Day to engage interest	16 <sup>th</sup> January 2013	○ Second Public Open day	26 <sup>th</sup> March 2013	○ Inaugural meeting of Community Steering Group	26 <sup>th</sup> November 2013	○ Steering Group meeting	13 <sup>th</sup> January 2014						
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*Continues..*

	<ul style="list-style-type: none"> <li>○ Steering Group meeting 24<sup>th</sup> February 2014</li> <li>○ Steering Group meeting Agreement of topical framework/draft structure 8<sup>th</sup> May 2014</li> <li>○ ‘Reinforced’ programme to engage community organizations to end August 2014</li> <li>○ Refinement of groups work to inform topical framework, and;</li> <li>○ Consideration of requirements for brief to Consultant to end October 2014</li> <li>○ Engagement of Consultant November 2014</li> <li>○ ‘Preliminary Draft’ for internal testing by January 2015</li> <li>○ First Draft for public testing February-March 2015</li> <li>○ Review of results April 2015</li> <li>○ Next steps to be confirmed.....</li> </ul> <p>The current position was that a draft topical framework was agreed, and community engagement needed re-emphasis. The group would draw a line on that phase by end of August with one last open day with an eco-systems workshop built in. After that the topical groups work would be assessed with a view to having a Consultant briefed to carry-through the project from November; preparing a usable preliminary draft for in house scrutiny by January with the hope that it could be refined as a first draft to be offered for public scrutiny by February/March 2015. This, it was hoped, would allow the Inspection stage before early summer 2015 and a Plan to be in place by early 2016.</p>
6	<p>The group then had a discussion on the benefits of holding another open day or workshop. Due to location and size the Town Hall was the most favourable venue. A Conference model was suggested, with a published programme which would give people a deadline to apply for places. A possible timetable for the conference was then discussed as follows:</p> <ul style="list-style-type: none"> <li>● Introduction</li> <li>● Eco-systems workshop to be held from 10 -1</li> <li>● Break for lunch</li> <li>● Breakout sessions with topic groups</li> <li>● Question and Answer session</li> </ul> <p>It was hoped that the day to be held would encourage community interest and groups/individuals to attend. A chairman’s statement could be prepared to show how the group had moved on since January 2013. Flyers could be distributed around the town for information.</p>
7	<p>The Meeting then moved on to what individual groups had looked at since the last meeting.</p> <p><b>Community Group</b> - This group would now be called “Society, Community and Culture”. A draft document with ideas had been drawn up which would be sent to all members of the Google Group and other Community Groups in the town. Budgets would need to be set for admin costs such as flyers. Links would also be sent to members for the Cultural Spaces Audit.</p> <p><b>Housing</b> – Communication had been made with Lewes District Council Housing Officers. It was recognised that specialist advice would be needed in this area and that Consultants could be brought in to advise.</p> <p><b>Tourism</b> – This overlaps between topics. Tourism should be linked to the local economy with more attention being focused on tourism and visitor attractions.</p> <p><b>Business</b> – No engagement as yet.</p> <p><b>Transport</b> – The Town Council’s Working Party would integrate their work with that of the LNPSG.</p>
8	<p>The next meeting of the Group would be held on Monday 2<sup>nd</sup> June at 7pm. The Chairman then thanked everyone for their attendance and contribution and closed the meeting.</p>

*Meeting ended 9:10pm*