NOTES OF MEETING

Meeting of / between:	LEWES NEIGHBOURHOOD PLAN STEERING GROUP *(LNPSG)*
Venue:	Council Chamber, Town Hall
Date:	7:00pm Monday 16th November 2015
Attending:	Cllr S Murray — Chair, Lewes Town Council Planning Committee Cllr R O'Keeffe — Lewes Town Council Cllr S Catlin — Lewes Town Council/Clevedown Residents Cllr J Lamb — Lewes Town Council/Malling Residents Steve Brigden — Town Clerk Emma Tingley — Admin Support Amy Tyler-Jones — S. Downs Nat Park (SDNPA) Policy Officer-Neighbourhood Planning Antonia Morgan — Feria Consultants Nick Gant — Digital Citizen Project, University of Brighton Kelly Duggan — Digital Citizen Project, University of Brighton Joe Palmer — Digital Citizen Project, University of Brighton Megan Leckie — Digital Citizen Project, University of Brighton *Community organization representatives:* Lewes Seniors Forum — Richard Partridge Lewes & Ouse Valley economics — Dr C Tingle Friends of Lewes — Robert Cheesman Transition Town Lewes — Kirsten Firth Elizabeth Thomas — Sussex Downs Society
Apologies:	Neville Harrison — S. Downs. Nat. Park. (SDNPA) Committee Member Susan Thompson — Cycle Lewes/Egrets Way Rosie Eggar — Lewes Town Partnership

NOTES:

1.	Cllr Susan Murray welcomed everyone to the meeting and thanked all those who had displayed posters and distributed flyers for the event to be held on 19th & 20th November. Cllr Murray also introduced Nick Gant and his team from the University of Brighton who would be giving a presentation.
2.	Update TC showed the group a Draft Planning Policies Consultation Report that had been drafted by Richard Eastham with details of what had been happening within the NP up until now including the assessment of the feedback from the two day event held in October. Richard would be producing the report ready for Thursday and Friday's event 19th & 20th November so everyone would get to see a copy of the report. FERIA were hoping that everyone would take the opportunity to talk to them on the 19th & 20th event and then spend the period between then and the 20th December filling in the online questionnaire which is the refinement tool and engaging as many people as possible to complete this process. TC reminded the group that the NP was a 16 stage programme and that the event on Thursday and Friday would be task number 10 out of 16 and that would take the group to a draft plan that is capable of being assessed under the Localism Act Provision of Regulation 14 Draft. It is hoped that there will be a referendum next Spring. A Strategic Environmental Assessment had been requested by the South Downs National Park which FERIA had included in their Plan. **Housing -** There was more worked needed on housing allocation sites and landowners would have to be directly approached. There had been a call for sites which had a deadline of 5th October and there had only been one response. **Youth Element -** This would be talked about tonight after the presentation. **Tourism –** this had not been shown in the report as a topic, however this heading would not be ignored as tourism overlaps all topics. After the NP event on 19th and 20th there would be a need for faster decision making so it was suggested that a sub-group consisting of Cllr S Murray, Cllr S Catlin, TC, Kirsten Firth and Amy Tyler-Jones be created for this process and all decisions would be posted to members of the Steering Group

	through the Google group for debate. Submissions would then be made to the Town Council.
	Budget
	The NP had started off with an estimated budget of around £90,000 although the National Park would be responsible to pay for most of this. So far just under £27,000 had been spent so it was hoped that the NP would be on budget.
3.	Digital Citizenship Project
	Nick Gant introduced the Digital Citizen Project which was a project to engage young people aged 11-21 in co-designing digital resources, which would support their participation in local consultation practices. The project had been running for over two years developing and processing ideas with a project called Community 21, which is about community engagement with communities and establishing particular areas of concern, problems or opportunities and to develop tools which make processes easier and more efficient. Their project started around the same time as the Lewes Neighbourhood Plan so Lewes was used as a case study for engagement.
	Kelly Duggan then went on to explain more about the project. The project was to design tools to help young people to communicate visions for the future of their community. The project started with workshops with the main purpose being engaging young people in community issues i.e. who do young people talk too; what are their community concerns and how would they like to communicate these concerns in their neighbourhood; what tools will they use. Young people may not want to attend formal meetings and may find it intimidating to speak out. The project used ideas such as asset mapping – identifying what young people like and didn't like about the area that they lived in – this was identified under different topics i.e. transport, wildlife, leisure activities etc. and from there they could form opinions and look at tools that they could communicate with. There was then a series of Summer School Workshops with students from Priory School using more tools how to generate these ideas. One of the tools used was an aging app. which made the students look 50 years older which gave the students a perception of being older. One example was a girl who would like to see a Macdonald's and Primark in Lewes but with the concept of being older decided she would like to keep antiques shops, heritage etc. Sketchup was also used which is a 3D modelling software which enabled young people to design places that they had spoken about and their ideas and their thoughts.
	The outcomes were who and how could they communicate with in the community, clubs for young people, recycling, road crossings, parks, housing, cheaper clothes shop, more bins and concerns were vandalism and theft.
4.	Minecraft
	Joe Palmer then went to on describe Minecraft which is a block building computer game where children can collaboratively come together and build. This is why Minecraft had been used as a tool for planning as 15 – 30 children could come up with ideas and form them into a plan. Around 18 months ago Lewes had been built in Minecraft with the Phoenix Industrial Estate included with input from 20 children aged 7 - 14 on what they did and didn't like on the industrial estate and putting a vision together. Information could then be taken from Minecraft to create a model of the estate.
5.	Tapestry
	A woven tapestry map of Lewes was available for the group to look at. The map was interactive with all the community's stories and ideas embedded within an accessible and fun format. Nick Gant showed the group some examples of how the map worked.
6.	A lengthy question and answer session followed with group members expressing a variety of positive views regarding the Digital Citizen Project. The LNPSG would be in favour of working with the Citizenship Group and the idea would be discussed with FERIA Consultants at the Neighbourhood Planning event days on 19th and 20th November.
7.	The Chairman thanked Nick Gant and his team for their informative presentation.
	The Meeting ended at 9.00pm