

NOTES OF MEETING

<i>Meeting of / between:</i>	LEWES NEIGHBOURHOOD PLAN STEERING GROUP (LNPSG)	
<i>Venue:</i>	Council Chamber, Town Hall	
<i>Date:</i>	6.30pm Thursday 3 rd October 2016	
<i>Attending:</i>	<p>Cllr R O'Keeffe Lewes Town Council Cllr S Catlin Lewes Town Council/Clevedown Residents Neville Harrison South Downs National Park Authority (Member) Peter Gardiner Lewes District Council (Member) Steve Brigden Town Clerk Emma Tingley Admin Support (Lewes Town Council)</p> <p><i>Community organization representatives:</i></p> <p>Houndean Residents Assc. Ian Linton (Interim Chairman) Residents Against Inappropriate Development Rita Ellis Lewes Community Land Trust John Stockdale Egrets Way/Cycle Lewes Susan Thompson Lewes Seniors Forum Richard Partridge Friends of Lewes Robert Cheesman Transition Town Lewes Kirsten Firth Sussex Downs Society Elizabeth Thomas Diversity Lewes Tony Kalume Cycle Lewes Simon Giddey Kingston/Cranedown Residents Assc. Paul Allen Lewes Group in support of Refugees and Asylum Seekers J McIntosh Volunteer P Flake Landport Residents Association D Twitchen Lewes Town Taxi Group V Bantock Nevill Residents S Neels</p>	
<i>Apologies:</i>	<p>Lucy Howard South Downs National Park Authority Richard Eastham Feria Dr Colin Tingle Lewes & Ouse Valley economics Vic Ient Transport Volunteer Jennifer Chibnall Lewes Phoenix Rising Sarah Roberts Stanley Turner Steering Committee</p>	
NOTES:		
1.	Minutes of meeting 31 st August 2016 and 22 nd September 2016 were accepted.	
2.	<p><u>Constitution of the LNPSG</u></p> <p>The Chairman informed the Steering Group that on Thursday 29th October, Lewes Town Council had agreed that:</p> <ul style="list-style-type: none"> • The Steering Group could decide who is entitled to be appointed as a member of the Steering Group, which can include individuals; and • A Non-Councillor can Chair meetings of the Steering Group <p>NB The Chair commented that the primary requirement is for representatives of organisations, but not ruling out individuals who may be able to provide specialist input. Ordinary members of the public would be welcome to contribute via workshops; as observers at the monthly SG meetings; and be encouraged to participate during the public consultation.</p> <p>Revised Terms of Reference for the Group are appended to these notes</p>	
3.	<p><u>Responses to appeal for representatives from organisations</u></p> <p>Several organisations had been approached regarding representation.</p>	

Continues..

- Residents Associations. – several residents association were already involved in the group
- Bonfire Societies – this is part of Lewes’ unique culture – a representative from Neville Juvenile Bonfire Society had attended one of the recent workshops and would seek representation from other societies.
- Chamber of Commerce – a replacement representative from the Chamber had been requested
- Living Streets
- Lewes Town Taxi Group
- Surgeries (re: plan for health hub) Three representatives from surgeries within Lewes had presented at the Town Council meeting on 29th September for a proposed Health Hub in the North Street Quarter. Transport and access would be an issue which the SG could look at.
- North Street Quarter/Santon
- Lewes Community Land Trust – Keen to look at affordable housing
- Refugees & Asylum Seekers – agreement internationally that 20,000 would need to be housed around the Country

4. Reports from Topic Group leaders and Steering Group Officers

Officers Reports

Communications – Jennifer Chibnall was not present at the meeting

Budget – Tony Kalume to liaise with TC and then send budget report to Group members through the Google Group

Membership – Susan Thompson had received the Google Group list from Emma together with the original invitee list of 97 organisations originally invited to join the Steering Group. Only 14 of the original invited organisations were involved in the Neighbourhood Plan. Susan would send list to the SG and if any of the groups on the list were relevant to topic groups perhaps they could be contacted and asked for input.

Housing – lots of background work had been done looking at sites that should be deliverable. There appeared to be a residual requirement of 132 homes after the South Downs Road scheme and the original Magistrates car park site were deducted. Sites that had been identified included some car park sites, former St Anne’s School, St Anne’s Crescent ‘gap site’, Little East Street, East Street, Pells School, decking at the station, health sites and Spital Road garage.

Topic Groups

Business, Economy and Tourism – 5 people had attended a workshop. Tony Kalume had obtained a useful Tourism Report and it was suggested that work Dr Micheal Turner had completed on this topic group was still held by Feria pending integration within the draft Plan

Culture – Update about Bonfire Sites and designation of these sites as Greenfield sites.

Design & Built Environment – had reviewed the Draft Plan and previous documents. A workshop had been held which 12 people had attended from different associations with more contributions. There was a need to create more affordable business space. The group had tried to look for inclusive policies etc. with good policies being included in the NP that would be relevant to the people of Lewes.

Housing – Needs to be re-drafted.

Sustainability – This group had completed a substantial amount of work around 18 months ago so had picked up from that. There were a couple of new members and there was a need to engage with new people in the local area. Colin Tingle had attended a conference in London on infrastructure and sustainable cities. This suggested that a “Green Town” was a good place to live in in terms of economy etc. Colin had also participated in a seminar on Eco-Systems. The Group needed to think about how to prioritise these policies.

Transport – Trying to enhance transport as part of the plan. Vic Ient would send out a revision.

5.	<p><u>Review of latest Draft Plan from Feria</u></p> <p>The latest Draft Plan had been received from Feria on Friday 30th September. The briefing note accompanying the Draft was extremely helpful and would give the SG advice on what was lawful or irrelevant etc. The forward plan was to hold combined/split workshops on Wednesday 5th October in the Council Chamber to review the latest draft and concentrate on text, not further discussion.</p> <p>Topic Leaders would meet again on 7th October to complete all comments to Feria to be returned to them by 10th October. The emphasis is on providing Feria with completed text – not more comments.</p>								
6.	<p><u>Schedule Choices</u></p> <p>The SG was shown schedule choices, option A and option B. Both schedules would be completed by 31st March 2017. The SG would go with option B as follows:</p> <p>Option B</p> <table border="0"> <tr> <td>3 – 13 Jan</td> <td>Final revisions and adjustments to the Draft</td> </tr> <tr> <td>Mon 16 Jan</td> <td>Public Reg. 14 consultation starts (6 weeks + 1 day)*</td> </tr> <tr> <td>19 – 20 Jan</td> <td>Two-day drop-in style public consultation event (noon:noon + one evening)</td> </tr> <tr> <td>Tue 28 Feb</td> <td>Close of six week consultation period. This meetings the 1st March 2017 deadline set by SDNPA</td> </tr> </table> <p>Meetings of the SG would be held monthly during this time.</p>	3 – 13 Jan	Final revisions and adjustments to the Draft	Mon 16 Jan	Public Reg. 14 consultation starts (6 weeks + 1 day)*	19 – 20 Jan	Two-day drop-in style public consultation event (noon:noon + one evening)	Tue 28 Feb	Close of six week consultation period. This meetings the 1 st March 2017 deadline set by SDNPA
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7.	<p><u>* Publicity for the following public consultation</u></p> <p>Objects</p> <ol style="list-style-type: none"> To raise awareness of the plan with all those who live and/or work in Lewes and, Encourage good turnout for the referendum. <p>Actions</p> <ul style="list-style-type: none"> Reactivate www.lewes4all as News portal – this was being done Reactivate Facebook page for social media users – Cllr Catlin would contact Cllr Milner regarding this Refer to www.lewes4.all in all material Advertise fresh call for new housing sites – 4 week limit Ideas for advertising of public consultation Prepare an attractive leaflet for door to door delivery Place articles in local newspapers i.e. Sussex Express and Argus. <p>Advertising could be placed in schools and Doctors Surgeries. A newsletter could be produced and delivered by residents associations.</p> <p>Rocket FM would be talking about Planning Matters on their breakfast show (7- 9am) on 26 & 27th October.</p>								
8.	<p>The next meeting of the Steering Group would be on 26th October at 7.00pm in the Council Chamber</p> <p style="text-align: right;"><i>The Meeting ended at 8.20pm</i></p>								