

NOTES OF MEETING

<i>Meeting of / between:</i>	LEWES NEIGHBOURHOOD PLAN STEERING GROUP (LNPSG)	
<i>Venue:</i>	Council Chamber, Town Hall	
<i>Date:</i>	7.00pm Wednesday 25 th January 2017	
<i>Attending:</i>	<p>Cllr S Catlin Lewes Town Council/Clevedown Residents Neville Harrison South Downs National Park Authority (Member) Lucy Howard South Downs National Park Authority Emma Amies South Downs National Park Authority Steve Brigden Town Clerk Emma Tingley Admin Support (Lewes Town Council)</p> <p><i>Community organization representatives:</i></p> <p>Houndean Residents Ass'n. Ian Linton (Chairman) Transition Town Lewes Kirsten Firth Sussex Downs Society Elizabeth Thomas Diversity Lewes Tony Kalume Cycle Lewes Simon Giddey Nevill Residents Ass'n. Sarah Neels Lewes Phoenix Rising Jennifer Chibnall Susan Thompson Egrets Way/Cycle Lewes Wendy Brewer Kingston Road & Cranedown Residents Ass'n.</p>	
<i>1. Apologies:</i>	<p>Richard Eastham FERIA Ruth O'Keeffe Lewes Town Council Rita Ellis RAID</p>	

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2	Minutes of the meeting held on 21 st December 2016 were accepted.
3.	<p><u>Brief Update on Strategic Environmental Assessment</u></p> <p>Emma Amies reported that the scoping report had gone out and that it sets the baseline for all the data and was very detailed. Site assessments should start this week and then policies work next week however there might be a delay on the sites work. The report would come back on the 22nd February and the work on this would be working in parallel with a consultation. This consultation is a scoping report working with Statutory Bodies; Natural England, Heritage England and the Environment Agency which would last five weeks. The document is to look at the scope of the Sustainability Appraisal. When the Lewes Neighbourhood Plan (LNP) goes out to consultation on a 'Regulation 14', pre-submission draft of the plan, the Sustainability Appraisal (SA) should be published at the same time. Two project plans had been completed setting out timetables for the SA work. Lucy Howard explained that SA work wasn't the most straightforward and that the LNP needs to be sound with a robust SA behind the plan.</p>
4.	<p><u>Site List Update</u></p> <p>For the purpose of the Strategic Environmental Assessment (SEA) there would need to be a compiled list of every site that was being considered during the entire plan process. Initially there had been a single list of 31 sites which had been correlated with the SDNPA. There had been a public advertisement calling for sites but there had only been two responses. One of the sites was outside the area but the other was added to the list. No other property owners had come forward except the owners of Houndean Farm and the Gallops, which both had special considerations and had been scrutinized by SDNPA already. There were currently 77 sites on the list. There would need to be a 5 year supply of housing upfront with 220 homes being released over 15 years. The Chairman suggested that a meeting was needed with key people to go through the list. It was agreed that a meeting would be held in TC's office on Friday 3rd February at 10am. Sarah Neels would work with Emma Amies before this meeting, to look at the list Sarah was compiling and identify any gaps etc. and, what action may need to be taken.</p>

5.	<p><u>LNP Schedule Update</u></p> <p>The Chairman would issue a schedule update but would like more facts before he could this. As the group was aware, there were problems with sites so it would be at least 10 days before thinking about Regulation 14 and booking the Town Hall for the open day event. It was estimated that there would be a delay of around 6 to 8 weeks for the plan. The dates for the six-week consultation and the two-day event in the Town Hall and an overview of the Neighbourhood Plan had been advertised in the January edition of the Lewes News. However, there was a post script at the bottom announcing that for legal reasons the public consultation would be delayed by at least 4 weeks after the dates advertised. It was essential now to focus on a comprehensive plan and a list of sites. The SDNPA were still concerned regarding the time scale of LNP although they did appreciate the amount of work that had been undertaken by the group. Emma Amies would work on the SA as this was a very critical part of the plan, and she had also worked with Richard Eastham (Feria) to look at a schedule and a list of filters and criteria for the next stage of the plan. The SDNPA were not comfortable with the proposed phrase “Lewes Low Cost Housing” and that would need to be resolved. Concern was raised that with the building of new houses there would be a need for schools. Education was not a part of the Neighbourhood Plan requirement; however, a policy statement could be included in the plan regarding educational places being made available over the period of the plan. Concern was also raised with regard for older people in the town and a suggestion was made that sub-division of larger houses could be a solution.</p>
6.	<p><u>Green Spaces</u></p> <p>A map displayed on screen had been provided by the Sussex Biodiversity Record Centre. Kirsten Firth explained that the light blue areas were on the Feria maps that the group had seen previously and the dark blue areas were what had been added since, and were all within the built up boundary. Kirsten and her group had not gone outside the built boundary. The areas on the map that were showing to be outside the boundary were the Stanley Turner Ground, Landport Bottom etc. They had worked very closely within the Neighbourhood Plan area and those sites shown outside the built up area were well established recreation areas. A spreadsheet was then shown on the screen which showed the methodology. On the spreadsheet it showed numbered sites, the names of the each of the sites. The way the sheet was set out was how the SDNPA assessed green spaces, showing close proximity to built-up areas and accessibility. There were then 5 further columns which referred to more evidence. These were:</p> <ul style="list-style-type: none"> • Beauty – tree cover, whether it could be seen from a built up area • History – monuments, conservation area • Recreation – allotments, playing fields, playgrounds, school playgrounds, access, bridleways, rights of way • Tranquillity – noise (near a major road?) • Wildlife – habitats, areas of bio-diversity, areas already designated as sites of scientific interest <p>For each of the categories information was taken from a range of sources. Kirsten then explained the next two columns: The first stated whether it was an extensive tract of land on its own. There was really no guidance on this; however, most of the sites were not, and the areas were fairly small. The second column stated whether it was an extensive tract of land in a combination of other areas. The last column assessed all criteria. A high score would meet at least two of the special criteria and would be designated. If scored in only one category it would not. Most of the sites were identified as small areas of grass land in housing estates. It was suggested that at the meeting on the 3rd February the Green Spaces list be looked as some of the sites had already been designated for housing. School playing fields were not included on the list. Most of the sites on the list were already for recreational use. The light blue spaces on Kirsten’s map were on the map that Feria was working on and the dark blue ones were what had been added. However the map that Feria was using did not have streets shown on it. The Chair informed the committee that there was very good diagram showing the river corridor and for some reason it was not in the plan. The Chair recommended that this should go in as an illustration.</p>
7.	<p><u>Presentation on minimal editing of December Draft Plan</u></p> <p>Jennifer Chibnall informed the group that she and Liz Thomas had been working on the policies. Feria would shortly need the completed work, however there was now a little more time for finalisation.</p>

	<p>Jennifer had printed copies of comments and corrections which had been sent in and these would be sent to Fera as they stood. Liz Thomas reported that many people had made very useful comments in the supporting text which had been transferred into policy, <i>eg</i> there was a need to protect the Victoria Hospital in view of the proposed Community Health Hub and there was also concern that, because of Government changes, office premises on the flood plain could have Permitted Development for change-of-use to housing, so there would also be a need to protect business premises. The Group then discussed the Vision Statement. Liz thought that the Statement did not pick up all the policies and that the Vision is what we would hope the town will look like by 2030. Fera recommended that the Statement was just 60 words. A question was raised regarding employment. This was not a topic group on the plan but was being covered by the SDNPA. However if places of employment were to be turned into something else there would need to be a good reason. Cllr Catlin asked about draft Policy HC2 (New Services and Facilities). Jennifer and Liz had been concerned as the sites that they were designating were not large enough to generate S106 money and having a list of things that they would like to see in the town would be inappropriate, in raising public expectation as there may be no money available. Richard Eastham had pointed out that, as the Plan would be for 15 years, to have a 'wish' list in the NP was desirable in case there was space or money available in the future. The Vision Statement was then discussed again. It was suggested that Susan Thompson, Simon Giddey and Jennifer Chibnall correspond on this, which was agreed.</p>
8.	<p><u>Appointment of Editing Sub-Committee</u> The Chairman asked for volunteers to conduct detail editing for the Plan to be sent to Fera. Cllr Catlin was asked to Chair this group, with Jennifer Chibnall, Liz Thomas, Kirsten Firth and Susan Thompson volunteering to join it.</p>
9.	<p>The next meeting of the Steering Group would be on 1st March at 7.00pm in the Council Chamber <i>The Meeting ended at 9.10pm</i></p>