

## WORTH PARISH COUNCIL

### COPTHORNE NEIGHBOURHOOD PLAN SUB-COMMITTEE

#### Report of Meeting 6-15 pm 7<sup>th</sup> January 2016 at The Hub, Copthorne

##### Present:

Mr T Hodsdon (TH)	Mr B Tetley (BT)
Mr P Chatfield (Vice Chairman) (PC)	Cllr A Dorey (AD)
Cllr LA Field (LF)	Cllr E Lord (EL)
Cllr C Philips (CP)	Mr C Hampson (CH)
Mr M Livesey (ML)	Mr D Hanks (notes) (DH)

##### Other Attendees:

None

#### 1. Welcome and Apologies

TH welcomed the members. Apologies had been received from Alan Brooks.

#### 2. Declaration of Pecuniary Interests

None declared.

#### 3. Minutes of Last Meeting

Minutes of meeting: Item 1 was amended by hand to include a more comprehensive note about the abortive meeting on 10<sup>th</sup> December 2015. The amended minutes were accepted and signed.

#### 4. Update from Crawley Down NP Sub-committee

The Crawley down Neighbourhood Plan was formally accepted by MSDC at its meeting on 27<sup>th</sup> January. Since then, the MSDC Planning Committee has agreed a development of 30 houses which are outside the village boundary.

#### 5. Document Updates

##### a) Scoping Report:

The Scoping Report has been updated. On behalf of the Committee, TH thanked EL for his work on the Scoping Report, which will form part of our document submissions for informal review by MSDC and the "Friendly Inspector".

##### b) Evidence Base

Alison Cooper has produced a list of references, whether in her Dropbox or on public sites such as MSDC. It was suggested that Alison, AH and DH have a meeting with Steve Plank. There is some information missing. WPC Clerk will be asked to formally approach Max Woodward on the Committee's behalf. **Action: CP**

##### c) Strategic Environmental Assessment (SEA)

The SEA has been finalised. On behalf of the Committee, TH thanked AD for his work on the SEA, which will also form part of our document submissions for informal review by MSDC and the Friendly Inspector.

##### d) Neighbourhood Plan

DH went through the outstanding items as listed in his e-mail of 2<sup>nd</sup> February. Copies of the draft V.13J were handed out and some comments and changes were recorded for the next version. (Draft V.13K). All members were asked to go through the draft to check for inconsistencies, errors, etc. All substantive Policies and Objectives had been agreed and no further changes will be made, except as corrections. Comments must relate to proof reading only. **Action: DH/ALL**

**6. Review of Next Steps**

a) MSDC Engagement

AD is due to meet Mark Bristow on 5<sup>th</sup> February. The deadline to send the Neighbourhood Plan, Scoping Report and SEA to WPC is Tuesday 16<sup>th</sup> February (DH will issue final version for review by 12<sup>th</sup> February). WPC will then issue the documents to MSDC and the Friendly Inspector for informal review. As this is for informal review only, all documents will be issued as PDF at this stage. It was agreed that we would issue the NP as Rev.0, with date. **Action: DH/ALL**

b) Friendly Inspector

See 6 a) above.

c) Remaining Tasks

There are some further documents which we will need to present:

- Executive Summary Pre-submission document.
- Basis Conditions Statement
- Consultation Statement

We will discuss these at the next meeting.

**7. Dates for Next Plenary (full Sub-committee) Meetings**

The next two meetings will be:

Thursday 3<sup>rd</sup> March (apologies from LF)

Thursday 7<sup>th</sup> April

DH to book The Hub.

**9. Any Other Business**

None

The meeting closed at 8-00 pm.

Signed: \_\_\_\_\_

Position: \_\_\_\_\_ Date: \_\_\_\_\_