



**Minutes of a Meeting of the Neighbourhood Plan Steering Group held at the Village Hall on 27<sup>th</sup> August 2025 at 7.30 pm.**

**NPSG Members Present:** Cllr Paul Seeley (Chair), Tim Pontin, Cllr Grant Fowler, Lesley Durso & Jonathan Timberlake

**In attendance:** Alison Eardley (Planning Consultant by Zoom link) & Phil Burgess (Clerk)

No members of the public were present.

1.	<b>Apologies for absence: Cllr Baker</b>
2.	<p><b>Approval of the Minutes 18<sup>th</sup> February 2025</b></p> <p>The minutes were approved and signed as a correct record of the meeting after correction of attendees. (Cllr White did not attend and Cllr Fowler was recorded twice)</p>
3.	<p><b>Initial Comments of Examiner (numbers refer to the examiner questions EQ)</b> Alison will action as detailed.</p> <p>EQ12 &amp; EQ13 The group is reluctant to restrict the NP to 2033 (in line with the current local plan) as, from the outset, the end date for the plan has been consistently communicated to all interested parties as 2042, in line with the SDNPA Local Plan that is currently being updated. This follows established practice whereby an NP in development can use the start and end dates for an authority local plan that is also in development. A 2033 end date would more than halve the time span that was originally envisaged, particularly if the referendum does not take place until 2026. Using the longer date, in the event of a site allocation within the parish, the plan would be subject to a revision. Alison will request that the SDNPA statement was more strongly aligned with 2042.</p> <p>EQ14 Reference to First Homes to be changed or removed.</p> <p>EQ15 Key workers being a nationally accepted term; the glossary would be amended to include this.</p> <p>EQ16 Elderly person accommodation. Wording to be amended to make clear that this refers to all forms of housing available to this group.</p> <p>EQ17 Aspiration on improvements to highways. Amendment to be made to differentiate between Downlands Estate land and other areas that fall within ESCC responsibility.</p> <p>EQ18 CIL regulations. Non-policy actions amendment.</p> <p>EQ19 Energy Efficiency. Wording clarification required.</p>

	<p>EQ20. Air Raid Shelter. Figure 4 map (p30) needs centering to show this (between points 11a and 13)</p> <p>EQ21. There are two sets of allotments. The one near the Green/Tiger is protected as a local green space. The other requires protection. Wording amendment.</p> <p>EQ22 The Local Plan has an aspiration of 20% Biodiversity net Gain and the NP should align with this. EDF5(c) to be amended accordingly.</p> <p>EQ23 SDNP response not requiring 20% but see reg18 comments. Clause to be retained if possible.</p> <p>EQ24 Figure 10 page 49. Views 1 and 3 can be truncated to remain within the parish boundary. View 2 should be retained with an annotation to indicate jurisdiction applies only within the parish. <i>Note: a representation was also made by a resident during the consultation regarding incorporation of protected views to the east of the parish boundary.</i></p>
4.	<p><b>Regulation 16 (consultation) responses.</b></p> <p>Items EQ9-EQ11 refer. Jonathan will forward commented text with tracked changes to Alison. Supporting text will accommodate comments where appropriate.</p>
5.	<p><b>Next Steps, timescales and Referendum.</b></p> <p>The group will need to amend the plan as suggested by the Examiner (October). Alison will check with Kevin Wright (SDNPA planning policy officer dealing with the NP) on a likely timescale, but she feels that March 26 is a likely date for a referendum.</p> <p>The following stages will take place</p> <ul style="list-style-type: none"> <li>• Fact check report (the group can amend typos and inaccuracies but not make substantive changes to the Examiners report).</li> <li>• Final report from examiner. Due end of September. Plan be modified in line with recommendations.</li> <li>• SDNP and Wealden will then take the plan through the next stages.</li> <li>• Wealden will give at least a month's notice of referendum. Promotional material must be impartial. Notices will be produced by the printer/designer used for the drop-in session publicity. Tim will arrange.</li> </ul>
6.	<p><b>Further Meetings.</b></p> <p>Clerk to check village hall availability for the following dates to respond to examiner's feedback:</p> <p>10<sup>th</sup>/11<sup>th</sup> September (members only Alison and Clerk need not attend)</p> <p>24<sup>th</sup> September (full group including Alison and Clerk)</p> <p>Tim would prepare a straw model for the comms strategy.</p> <p>November. NPSG to meet to assess budgetary requirements for 26/27 year in advance of parish council budget setting.</p>
7.	<p><b>Budget.</b> The meeting noted remaining funds of £1500 for the financial year.</p>
8.	<p><b>Copies of Plan.</b> Some residents had already expressed a desire to pay for and keep a copy of the final plan. As soon as the plan is finalized, 50 copies would be ordered.</p>
9.	<p><b>Any other outstanding items</b></p> <p>Website update required.</p>
10.	<p><b>Date of Next Meeting:</b></p> <p>Wednesday, 10<sup>th</sup> September or Thursday 11<sup>th</sup> September at 7.30pm TBC</p> <p><b>Clerk to cancel/book meetings</b></p>

The meeting closed at 21.00 pm

Signed:.....

Date:.....

DRAFT