

Notes on a Meeting of Tatsfield Parish Council Neighbourhood Plan Steering Group held on Wednesday 20th October 2021

Present: Martin Allen (MA), Kim Jennings (KJ), Bob David (RD),
Jill Hancock (JH), Nichola Stokoe (NS),
Ian Mitchell (IM), Jason Syrett (JS),

There were 3 parishioners present: Melissa Bellarby, Desmond and Margaret Bishop

The meeting commenced at 20:00

	Action
1. Apologies had been received from Jim and Ruth Yeeles (RY), Paul Jackson (PJ) and Jon Allbutt (JA).	
2. Declaration of Interests – No interests declared.	
3. The Minutes of the Meeting held on 11th November 2020 were presented and signed online by MA. By resolution, the Minutes were accepted and adopted as a true record. The Minutes would be passed to the Parish Council (PC) for acceptance at its next meeting. In the meantime, IM would upload these Minutes to the website as a draft copy and RY to Drop Box Matters Arising (a) Item 9a – para 3 – It was agreed that the period covered by the NP would be 2017 – 2033. (b) Item 9(b) (c) – JG comments still to be uploaded to topic papers but they are on Dropbox. (c) Item 10 - SEAP – Still not known whether this is needed. Unlikely but MA will tell Maria (TDC) that the info was sent to Anna (TDC) (d) Item 13 – Electric car charging – KJ will check progress with IH.	Clerk / IM RY MA KJ
4. Dropbox – RY had confirmed that Dropbox was still working correctly as before the pandemic	
5. Communication Strategy – MA reported that notice of this meeting had been put on Tatsfield Talk and the websites and an update will appear in the Parish Magazine in November.	
6. Admin – MA thanked JH for her work with the NP as she had decided that she couldn't continue due to other commitments. Adverts had been placed on Tatsfield Talk and the Parish Magazine for a replacement.	
7. Website – IM reported that there had been 42 viewings of the NP website during the past month with 131 pages looked at.	
8. Finance – KJ reported that there was a very small budget left with TPC which could be spent up to April 2022. KJ queried whether the referendum on the NP would be paid for by TDC or TPC. MA would investigate.	MA
9. Update of Topic Groups: a. Topic Group 1 – Housing/Planning Copies of the amended Housing Topic Paper and comments from Ana at TDC with replies had been circulated to the Steering Group. It had been agreed that Housing Sites and Numbers should be taken out of the NP but an abridged version of the Topic Paper would be put in the Draft Plan. This would still need updating to take in the updated 2021 NPPF and other changes. IM asked as the TDC Local Plan was falling apart, how does this	

<p>affect the Tatsfield Plan.</p> <p>JS said that:</p> <ol style="list-style-type: none"> 1. There were links to the Local Plan in the Tatsfield NP but some of these had been based on the old Local Plan – do we change these to fit the updated plan or leave them as they are considering the problems with the new one? 2. The Introduction states that it supports the Local Plan <p>It was agreed to look at references to the emerging Local Plan 3.3 onwards.</p> <p>Mitchells 2-3 The Parade amended pre-application going ahead.</p> <p>b. Topic Group 2 – Community Facilities MA said that the Topic Paper had been completed but probably needed looking at again in view of the Covid situation.</p> <p>c. Topic Group 3 - Local Economy SS had sent a report showing effects of lockdown which would be included in the Topic Report, eg increased use of footpaths.</p> <p>d. Topic Group 4 – Environment – Built and Natural Nothing further to report.</p> <p>e. Topic Group 5 - Transport and Infrastructure No changes to the Topic Paper but perhaps needed revisiting in view of Covid.</p>	
<p>10. Strategic Environmental Assessment Plan MA reported that a letter would be sent to TDC along with updated Topic Papers. It is thought that without Housing an SEAP will not prove necessary but confirmation was needed on this.</p>	<p>MA</p>
<p>11. Draft Neighbourhood Plan JS had issued a new draft in January 2021 with updated maps and more photos provided by residents.</p> <p>The Housing section still needed finishing with a question of whether to include sites brought forward that could be rural exception sites which were assessed and met criteria. MA would circulate the updated Housing Topic paper.</p> <p>Design Section – Should it include more detail about roofs/windows, etc? Probably a decision appropriate to mixed varieties in Tatsfield as in Design Plan for Tatsfield.</p> <p>Climate Change and Sustainability section – Need objectives and draft policies.</p> <p>Community Aspirations – What would the Community like to achieve by 2033? JS would send out the section to the group and other mailing lists to get a list of aspirations. Article would be put in December Parish Magazine and on Tatsfield Talk. Perhaps a virtual presentation?</p> <p>It was suggested that members of the Steering Group take a section of the Draft NP to read carefully and amend with any updates since the group last met. JS would circulate sections.</p>	<p>MA</p> <p>JS</p> <p>JS</p>

<p>12. What do we do next from here? MA would send updated Topic Reports to IM for the website.</p>	MA/IM
<p>13. Sustainability for the Future in the NP This section would be filled out for inclusion in the NP. The article in the Parish Magazine will ask for someone to take on the responsibility for taking this on.</p>	
<p>14. Next Meetings: MA suggested that dates for the next 6 meetings be made so that impetus for completion of the NP could be maintained, and ensure Members' attendance. Tuesday 23rd November 2021 Wednesday 15th December 2021 Wednesday 19th January 2022 Wednesday 16th February 2022 Wednesday 16th March 2022 Wednesday 20th April 2022</p>	
The meeting closed at 9.15pm	

MA/JH/10/21

..... Chair..... Date