

HASSOCKS PARISH COUNCIL

Minutes of the Meeting of the **Neighbourhood Plan Working Group**
on 29 November 2018 at 7:30 pm
Council Chamber, Parish Centre, Adastra Park, Hassocks

Attendees: Parish Councillors: Bill Hatton (Chair) (BH), Ian Weir (IW), Nick Owens (NO), and Frances Gaudencio (FG)

Co-opted Members:

Dowsett Mayhew Consultants: Dale Mayhew (DM)

Parish Clerk: Ian Cumberworth (IC)

DRAFT MINUTES

1. APOLOGIES

1.1 Apologies received from Judith Foot (JF), Emma Wood (EW), Mark Higgins (MH) and David Withycombe (DW)

2. DECLARATIONS OF INTEREST

2.1 None.

3. MINUTES

3.1 The Minutes of the Neighbourhood Plan meeting held on 1st November 2018 and 15th November 2018 were agreed.

4. REPORTS

4.1 **Confidential Item: Neighbourhood Plan** – NPWG to consider advice received from MSDC in respect of Draft Regulation 14 Neighbourhood Plan.

4.2 Members had been circulated a copy of the comments of Officers of Mid Sussex District Council in response to their review of the Draft Regulation 14 Pre-Submission Hassocks Neighbourhood Plan.

4.3 In light of these comments, Members discussed and considered potential amendments to the draft Plan.

4.4 DM confirmed that as requested by the NPWG, a meeting had been arranged for representatives of the NPWG to meet with Officers of MSDC on Monday 3rd December 2018. On this basis, it was agreed that the NPWG would consider options for amending the Plan, but may defer a number of matters for determination post the MSDC meeting. It was agreed that attendees of the meeting would be Ian Cumberworth (Parish Clerk), Bill Hatton (Chair of the NPWG), and Ian Weir (Chairman of Hassocks Parish Council), together with Dale Mayhew and Laura Bourke of Dowsett Mayhew Planning Partnership.

- 4.5 Furthermore, it was agreed that Members of the NPWG that attend the meeting with MSDC be given delegated authority to agree any final changes to the Plan following the meeting, and ahead of the Plan being reported to the full Parish Council meeting on Tuesday 11th December 2018.
- 4.6 On this basis, the informal comments of MSDC were considered and debated.
- 4.7 General Advice – Discussion took place regarding the role and responsibility of MSDC and their ability to affect the progress of the Plan through to Examination.
- 4.8 DM explained that MSDC's role at the Regulation 14 stage is limited, given the consultation exercise is undertaken by the Parish Council. However, the subsequent, Regulation 16 consultation is undertaken by the District Council. Part of their role on receipt of this version of the Plan is to consider the Plan against statutory requirements. DM is aware that a number of Plans, not necessarily in Mid Sussex District, have been halted by the Local Planning Authority at this stage, over concerns that the Plan and associated documents would not meet the requirements of the 'Basic Conditions.'
- 4.9 Discussion took place over the obligations of the emerging HNP to be in 'general conformity' with the strategic policies of the adopted Mid Sussex District Plan.
- 4.10 **Policy 1 - Local Gap** – Discussion took place in light of the Local Planning Authority's comments in respect of the wording of the policy coupled with the extent of the gap, and the consequential effect this could have on the determination of future applications within the gap area.
- 4.11 Members concluded that they were keen to ensure that the gap policy remained robust and achieved its intended purpose. It was agreed that the matter would be discussed further with MSDC at the meeting on 3rd December and that a final view on any amended wording or delineation of the gap be determined following these discussions.
- 4.12 **Policy 2 - Local Green Spaces** – It was agreed that landowners of the candidate local green spaces be identified (through Land Registry where necessary) and endeavoured to be contacted to inform them of the prospective designation of their land in the forthcoming Regulation 14 Neighbourhood Plan. This work would be undertaken by DMP, and the letter of contact issued by HPC.
- 4.13 Discussion took place regarding the candidate LGS1 (land to the north of Shepherds Walk). IW advised the NPWG that a planning application for residential development on the site had been refused planning permission at the MSDC Planning Committee meeting of 29th November 2018. Having regard to this determination, and previous consideration over the merits of LGS1, it was concluded that this be retained, pending further consideration and discussion with MSDC Officers at the meeting on 3rd December 2018.
- 4.14 The comments with respect to the extent of candidate LGS8 (land at Clayton Mills) was noted. The NPWG agreed to confirm that the extent of this area should include land and woodland to the east, adjoining the railway line embankment.
- 4.15 **Policy 5 - Enabling Zero Carbon** – Members of the NPWG agreed to amend the wording of the policy to replace the words 'encouragement will be offered' with 'support will be offered' to provide greater consistency with the wording of other policies in the HNP.
- 4.16 **Policy 7 - Development in Conservation Areas** – Discussion took place regarding the detailed features of the Keymer, and the Clayton, Conservation Areas that would be sought to be preserved.

- 4.17 The NPWG agreed to add 'The Greyhound Pub' to the list of features under the Keymer Conservation Area.
- 4.18 The NPWG also agreed to add additional features to those identified in the Clayton Conservation Area, by reference to the Clayton Conservation Area document provided by MSDC. These would be used to amend and supplement the features already identified in draft Policy 7.
- 4.19 **Policy 9 - Character and Design** – The NPWG agreed in principle to strengthen the terms of the policy and supporting text with respect to cross-reference to the Local Townscape Character Area Appraisal that comprises a background document to the emerging Neighbourhood Plan. It was agreed that the best approach (i.e. within the policy or supporting text) would be discussed with MSDC at the meeting on 3rd December 2018.
- 4.20 **Policy 10 - Open Space and Policy 11 - Public Open Space** – The comments of MSDC were noted. In light of this, the NPWG resolved to amalgamate the two policies and amend the wording such that it more closely aligns to the terminology used in Policy DP24: Leisure and Cultural Facilities of the MSDP and paragraph 97 of the NPPF.
- 4.21 **Policy 12 - Outdoor Play Space** – The NPWG agreed to amend the threshold for schemes that would be required to provide outdoor play space to align and accord with the District Council's Development Infrastructure and Contributions SPD; thereby reducing the threshold from 15 to 5 dwellings.
- 4.22 **Policy 15 - Residential Development within and adjoining the Built-Up Area** – The comments of MSDC Officers were noted. It was considered that the matters raised in respect of this ostensibly related to the comments of Policy 1 - Local Gap. On this basis, it was agreed that the matter would be discussed further with MSDC Officers at the meeting of 3rd December 2018; and following this meeting, Members of the NPWG attending the meeting would make a final determination on any amendments to the wording of this policy.
- 4.23 **Policy 16 - Hassocks Golf Course** – The comments of MSDC Officers were noted. The NPWG resolved to amend the terminology of the first line of the policy to note that the policy related to the 'residential' development aspects of future works at Hassocks Golf Course.
- 4.24 **Policy 17 - Land to the north of Clayton Mills and Mackie Avenue** – The comments of MSDC Officers were noted. The NPWG resolved to amend clause 6 of the policy to note the aim is to protect the open aspect of the existing Public Rights of Way within and adjacent to the site, including through the use of suitable landscape works.
- 4.25 **Policy 18 - Land west of London Road** – The comments of MSDC Officers were noted. The NPWG considered that in the interest of consistency, and noting the history of subsequent applications for amendment being submitted on sites with an existing grant of consent, that retention of the policy was considered important. It was agreed that a final determination on the retention of this policy, and any wording, be determined following the meeting with MSDC Officers on 3rd December 2018, and delegated authority for this decision be given to Members of the NPWG attending the meeting.
- 4.26 **Policy 19 - Housing Mix** – The comments of MSDC Officers were noted. The NPWG considered the requirement to ensure that residential development in Hassocks in the future delivers a suitable housing mix was important. On this basis, it was considered retention of this intent be important within the draft Neighbourhood Plan.
- 4.27 Noting the requirements of Policy DP30 of the MSDP, the NPWG agreed to amend draft Policy 19 of the HNP to an Aim.

- 4.28 **Policy 20 - Affordable Housing** – The comments of MSDC Officers were noted. The NPWG considered the cascade criteria for occupation of affordable housing set out in the District Council’s Allocations Scheme document. Having regard to this, the NPWG agreed to amend the wording of Policy 20 to accord with this criteria. It was also agreed to amend the supporting text to reference MSDC’s Allocation Scheme documents.
- 4.29 Proposals Map - DM tabled the initial draft Proposals Map that had been produced by Officers at MSDC. Discussion took place over the precise extent of policy delineation areas, including and in particular public open space. It was agreed that the precise delineation of these areas be drafted by DM and circulated to Chair of the Working Group and Ian Weir for final review and confirmation.
- 4.30 It was resolved that having regard to the above conclusions and resolutions, that subject to final amendments being determined following the meeting with MSDC Officers on 3rd December 2018, that the NPWG resolved to recommend the Draft Regulation 14 Neighbourhood Plan be approved for public consultation, subject to any revisions necessary in light of discussions with MSDC Officers on 3rd December 2018, to ensure the Neighbourhood Plan is in ‘general conformity with the strategic policies of the District Plan.’

5. ANY OTHER BUSINESS

- 5.1 None.

6. DATE OF NEXT MEETING: 3rd January 2019

Meeting ended at 21:55 pm