

## Ewhurst & Ellens Green Neighbourhood Plan

### Steering Group Meeting

Monday 8<sup>th</sup> June 2015

1. **Attendance and apologies** - TB, VH, PG, DQ, AW, and BA. Apologies from JA on holiday.
2. **Approval of minutes** - minutes of meeting of May 11<sup>th</sup> 2015 approved.
3. **Matters arising not covered by agenda** - none
4. **Terms of Reference** - revised terms sent to all approved and TB will inform PC so they can hopefully formally adopt.

### 5. Questionnaire

5.1 Copy. The following changes were agreed, which TB will communicate to Lorraine Hart

- Q1 Business. Should not be the opening and should go somewhere else in the body, and should refer to identifying sites rather than making provision
- Q2. Community Facilities and & Amenities. Include words “& groups to which you belong” VH/BA to do final check of community facilities after round table discussion, and send to TB for transmission to LH.
- Q3 Housing. Tables for answers looks wrong i.e. why 4 columns when we are canvassing individuals not households. Talk to Lorraine but possibly merge the two sets and have first 2 columns headed NOW and second two FUTURE.
- Q5 Future Housing types - order looks wrong i.e. start with smallest not biggest.
- Q11 why not start with this as we want to inspire people not bore them!
- Q13 Improving the Parish - wording heading 2 column looks wrong - list any specific location you might have in mind, and possibly give them bit more room in 1<sup>st</sup> column.

5.2 TB reported we have a volunteer, daughter of Chris Crouch, who is a technical illustrator, to assemble the questionnaire with graphics.

5.3 Distribution - 2 quotes for printing, each around just under £1000. When final questionnaire assembled revised quotes will be sought and approval obtained from PC and SG. Agreed that as we have around 900 households in Parish and we are delivering 2 per household, total of 2500 rather than 3000 would be sufficient. Volunteer is talking to EVS to ensure their distribution network is primed to deliver in first 2 weeks in July, with return date by end of August.

### 6. Reports of Working Parties

6.1 Housing - TB reported they had walked whole village boundary and identified 30 sites adjacent to same [including 2 where the owners had approached TB following article in EVS]. IN addition there were 2 brownfield sites, being Garage in village, and Marshall's car breakers site in Horsham Rd which we should include. We now needed to start initial screening process to eliminate those which were not sustainable and possibly also clearly not deliverable. TB thinks we should approach WBC for meeting for help and advice, but first he and AW agreed to meet for discussion on technical aspects.

Biodiversity - continuing to work

Central Support - the 3 work packages given out i.e. Business, Parish Housing, and Demographics, are all progressing well. One problem is that the available statistics do not ever fit the area being studied. AW confirmed this was always a problem in planning, but as long as we are confident with the area/s chosen.

Business - BA passed PG a list of over 150 businesses in the Parish, although latter said he needed more information if possible on sizes of each. PD also produced questionnaire to go to employers, and all agreed to take away, and revert to him with comments.

Infrastructure - AW confirmed contact had been made with all relevant providers i.e., gas, water and drainage, electricity, and telecommunications, and in general all have indicated supplies have capacity within reasonable distance from existing built up areas. However the true test would be when we engage with them re specific sites.

Traffic and Highways - Managed to make contact with Highways Officer responsible for traffic data and local Police \Officer for Speedwatch. Quite a lot of traffic speed, flow and count data obtained for various roads and junctions, although much of it is just pure data. It is clear from "spot counts" that flows at least have increased in many cases. Much of the speed data indicates that a majority of vehicles on most roads on average exceed the local speed limits. It will, however, take some time & work to analyses the data properly and reach useable conclusions.

[7] Project Schedule - now starting to look out of date, and we should have up to date version on website. TB will ask DA, who produced original, if he would be prepared to revise, in which case he will meet to brief.

[8] Budget - AW confirmed he had produced a draft, which TB had not seen. AW to resend.

[9] AOB - AW argued strongly that we should be including under 18's in Survey, as it is their future more than most of ours. Agreed we would consider providing

- we should limit to 11+

- If we want to hear from u11 we should approach school/s and any other organisations to ask them to do school exercise.

- AW would draft short and concise questions to include.

DATES OF FUTURE MEETINGS [To be held at Sayers Croft at 7.30pm unless otherwise notified]

Monday 6<sup>th</sup> July

Monday 3<sup>rd</sup> August?

Monday 7<sup>th</sup> September?